

TRANSPORT COMMITTEE

**MEETING TO BE HELD AT 11.00 AM ON FRIDAY 1 JULY 2016
WELLINGTON HOUSE, 40-50 WELLINGTON STREET, LEEDS**

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

3. EXCLUSION OF THE PRESS AND PUBLIC

To identify items where resolutions may be moved to exclude the press and public.

**4. (a) MINUTES OF THE MEETING OF THE TRANSPORT COMMITTEE HELD ON
15 APRIL 2016 (pages 5-13)**

**(b) MINUTES OF THE TRANSPORT COMMITTEE WORKSHOP HELD ON
15 APRIL 2016 (pages 14-15)**

Copies attached.

**5. MAJOR SCHEMES BID/GROWTH DEAL 3
(pages 16-23)**

To consider the attached report.

**6. LOCAL TRANSPORT PLAN APPROVALS
(pages 24-34)**

To consider the attached report.

7. TRANSPORT FOR THE NORTH UPDATE
(pages 35-45)

To consider the attached report.

8. BUSES BILL
(pages 46-71)

To consider the attached report.

9. NGT DECISION
(pages 72-75)

To consider the attached report.

10. GREEN INFRASTRUCTURE REFRESH
(pages 76-91)

To consider the attached report.

11. DISTRICT CONSULTATION SUB COMMITTEES AND THE BUS SERVICES WORKING GROUP
(pages 92-98)

To consider the attached report.

12. FEEDBACK FROM SPOKESPERSONS REPRESENTING THE WYCA ON EXTERNAL BODIES (Verbal update)

- 12 May 2016 - Rail North Ltd Board (Cllr Wakefield)
- 9 June 2016 - TfN Partnership Board (Cllr Wakefield)
- 9 June 2016 – Association of Rail North Partner Authorities (Cllr Wakefield)

***13. DISPOSAL OF THE REDUNDANT BUS LAY-BY OFF SMIDDLES LANE, BRADFORD (pages 99-102)**

To consider the attached report.

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Minutes

14. MINUTES OF THE MEETINGS OF THE DISTRICT CONSULTATION SUB-COMMITTEES HELD ON:-

- (a) Leeds - 4 April 2016 (pages 103-108)
- (b) Kirklees - 6 April 2016 (pages 109-114)
- (c) Bradford - 8 April 2016 (pages 115-121)
- (d) Calderdale - 12 April 2016 (pages 122-126)
- (e) Wakefield - 14 April 2016 (pages 127-133)

Signed:

A handwritten signature in black ink, appearing to be 'B. M. M.', written over a horizontal line.

WYCA Managing Director

**PUBLIC INSPECTION OF DOCUMENTS AND ACCESS
TO MEETINGS OF THE WEST YORKSHIRE COMBINED AUTHORITY**

Inspection of Documents

- (a) Files containing documentation relating to items to be discussed at the meeting may be inspected by contacting the named officer as detailed below. Certain information may be confidential and not open to inspection.

Exempt Information

- (b) Agenda Item **13** contains exempt information as defined in paragraph 3 of Schedule 12A, Local Government Act 1972 (***Information relating to the financial or business affairs of any particular person (including the authority holding that information)***).

The Authority may exclude the press and public from the meeting during the consideration of this item if it is satisfied that the public interest in being present is outweighed by the public interest in maintaining the exemption.

It is recommended that because disclosure of Item 13 – Disposal of the Redundant Bus Lay-By off Smiddles Lane, Bradford **might prejudice future negotiations**, the public interest would be better served by maintaining the exemption and, therefore, the press and public should be excluded from the meeting.

Compilation of Agenda by:	Ruth Chaplin
Telephone No:	Leeds (0113) 251 7217
Date:	23 June 2016

**MINUTES OF THE MEETING OF THE
TRANSPORT COMMITTEE
HELD ON FRIDAY 15 APRIL 2016 IN WELLINGTON HOUSE, LEEDS**

Present: Councillor E Firth (Chair)

WYCA Transport Committee:

Cllr Neil Buckley
Cllr Abid Hussain
Cllr Martin Johnson
Cllr David Kirton
Cllr Glynn Lloyd
Cllr Mick Lyons
Cllr Andrew Pinnock
Cllr Rebecca Poulsen
Cllr Taj Salam
Cllr Liz Smaje
Cllr Dan Sutherland
Cllr Christine Towler

In Attendance:

Cllr Richard Lewis (Leeds)
Cllr Peter McBride (Kirklees)
Cllr Val Slater (Bradford)
John Henkel (WYCA)
Angela Taylor (WYCA)
Ruth Chaplin (WYCA)

58. Chair's Comments

Councillor Firth advised members that Councillor Wakefield was unable to attend the meeting because he was recovering from a knee operation. The Committee asked that their best wishes be passed to him for a speedy recovery.

Members were advised that Jeff English, Assistant Director for Integrated Transport would be retiring from WYCA and the Committee thanked him for his hard work, contributions and support over the last 9 years.

Councillor Firth also announced that Nick Winney, Assistant Director, Legal & Democratic Services, was also leaving WYCA after 7 years' service. Members thanked Nick for his support and advice during that time and wished him well in his new position in Stockton.

59. Apologies for Absence

Apologies for absence were received from Councillors D Dagger, I Gillies, A Stubbley, T Swift, K Wakefield and M Ward.

60. Declarations of Disclosable Pecuniary Interests

Councillor Salam declared an interest in Agenda Item 5, West Yorkshire Transport Strategy and Bus Strategy, Agenda Item 6, Review of Bus Service Changes and Contract Awards 2015/16 and Agenda Item 7, Short Term Bus Initiatives as he is employed by First Group.

61. Minutes of the meeting of the Transport Committee held on 26 February 2016

Resolved - That the minutes of the Transport Committee held on 26 February 2016 be approved and signed by the Chair.

62. West Yorkshire Transport Strategy and Bus Strategy

The Committee considered a report which provided an update on the development of the draft West Yorkshire Transport Strategy and draft Bus Strategy and also sought approval to commence a public and stakeholder consultation.

Members had previously endorsed four core principles as the building blocks of the West Yorkshire Transport Strategy and it was reported that a new core theme of the 'Road Network' had been added in response to stakeholder input. Details of the policy proposals for the five core themes were outlined in paragraph 2.12 of the submitted report.

A workshop had been held for members of the Transport Committee prior to the meeting and their feedback would be incorporated into the draft strategies. Members discussed cycling, its benefits for health and the environment and cyclists' responsibilities, particularly with regard to observing the Highway Code and wearing appropriate clothing.

In view of the timescale it was agreed that approval for the final editing of the documents be delegated to the Chair of the Transport Committee and Director, Passenger Services to enable the public and stakeholder consultation to commence on 23 May 2016.

Resolved -

- (i) That the input provided by the Committee be noted.
- (ii) That the final editing of the Transport Strategy and Bus Strategy documents be delegated to the Chair of the Transport Committee and Director, Passenger Services.

63. Review of Bus Service Changes and Contract Awards 2015/16

The Committee considered a report which provided an update on significant changes in bus service provision and the procurement of supported services over the last year.

It was reported that in 2015/16 the bus network had remained relatively stable with most operator bus service changes being made to improve punctuality and reliability. A summary of the major changes in 2015 was attached at Appendix 1 to the submitted report and it was noted that all WYCA expenditure on bus service changes and procurement in 2015/16 had been achieved within the approved budget.

Comment was made that the former Bus Working Group had provided the opportunity for members to discuss tendered services in more detail and it was reported that this would be considered as part of the ongoing review of WYCA's committees.

Resolved – That the report be noted.

64. Short Term Bus Initiatives

The Committee considered a report which sought endorsement of a programme of short term initiatives to provide customer benefits, address bus passenger concerns and stimulate patronage growth.

It was noted that the impending Buses Bill was expected to provide a new legislative framework replacing the current Quality Partnership and Contract provisions. Pending the new legislative provisions, a programme of short term initiatives had been developed with the Association of Bus Operators in West Yorkshire (ABOWY) which would provide benefits to the passenger and be deliverable before 2018.

Members discussed the outline programme which was detailed in the submitted report and it was noted that a Steering Group of ABOWY representatives and WYCA officers had been established to deliver the initiatives. In welcoming the approach, members asked to be kept informed of delivery timescales and progress and noted the proposal for the Chair of the Transport Committee to meet on a quarterly basis with ABOWY.

Resolved – That the programme of short term initiatives to be implemented by March 2018 be endorsed.

65. Local Transport Plan Approvals

The Committee considered a report which sought approval for Quarter 1, 2016/17 payments for the following programmes:

- Local Transport Plan (LTP) Implementation Plan 2 (IP2) Integrated Transport and Highway Maintenance Blocks
- Cycle City Ambition Grant (CCAG)

Approval was also sought for the following IP2 schemes:

- New Shelters Programme 2016/17
- Shelter Refurbishment
- Smartcard and Information Programme (SCIP)
- Combined Services and Assets System (COSA) – Extended Life Project
- Web Project
- Beacons Project

Integrated Transport Block and Highways Maintenance Block Quarter 1, 2016/17 Allocations

Members considered the Integrated Transport Block and Highways Maintenance Block payments to be made to partners in Quarter 1 of 2016/17 as set out in Table 1 of the submitted report. It was noted that the payments were based on the current allocations set out in Appendix 1 to the submitted report. Details of the distribution of the indicative Highways Maintenance Block Funding 2014-2017 was set out in Appendix 2 to the submitted report.

Cycle City Ambition Grant (CCAG) Funding

Members considered the proposed Quarter 1 payments of 2016/17 which were set out in Table 1 of the submitted report.

Local Transport Plan – Implementation Plan 2 Approvals

New Bus Shelters Programme 2016/17

It was reported that surveys had shown that passenger satisfaction with WYCA's facilities had increased as a result of a sustained investment programme to replace life expired shelters with new installations and refurbish others to extend their asset life. The shelter programme had also rationalised the shelter stock, reducing on-going maintenance and repair costs. In order to complete the process of standardising the shelter stock (with the exception of a small number of brick, stone or listed wooden shelters) approval was sought for £235,000 to be funded through the Local Transport Plan for the replacement of up to 30 life expired shelters in 2016/17.

Shelter Refurbishment

Members were advised that a programme to extend the life of shelters installed over 15 years ago had been developed. It was proposed to refurbish 541 shelters with

new electrical installations, secure glazing and repainting which would extend their life by a further 15 years. Approval was sought for expenditure of £1.75m to fund the refurbishment programme through the Local Transport Plan.

Comment was made that some passengers found the longer type shelters used by several bus services confusing, particularly when more than one bus was approaching as they did not know where to stand. It was reported that some drivers were also unsure of where to stop and it was requested that, where possible, service numbers be displayed to assist drivers.

Smartcard and Information (SCIP) Programme

The Committee considered the final phase of the SCIP programme which would develop three component projects and would also assist in reducing revenue costs by enhancing 'self-service' options and allowing front line staff to focus on more complex customer enquiries. Approval was sought for expenditure of £988,000 to be funded through the Local Transport Plan which included an allowance for contingency of £138,000.

Members were advised that a new DaySaver ticket was being launched on 18 April 2016. The DaySaver was a carnet type money saving MCard smartcard product which provided passengers with all day bus travel throughout West Yorkshire and would be valid on all bus services.

Combined Services and Assets Systems (COSA) – Extended Life Project

It was noted that changes were needed to the COSA database to support new business processes arising from enhanced passenger information and smart transactions. It was proposed to enter into a new five year contract with the supplier from April 2016 which incorporated software development to adapt the system to meet current and planned business needs. Approval was sought for expenditure of £250,000 to be funded through the Local Transport Plan for the COSA extended life project.

Web Project

It was reported that work was underway to build on the success of the previous Web project by improving the infrastructure resource to ensure that the WYCA websites are better able to withstand the continuing increase in customer usage. Approval was sought for expenditure of £202,000 to be funded through the Local Transport Plan to move the WYCA sites to a more robust hosting and Customer Management System.

Beacons Project

The Committee was advised that the bid submitted to the Department for Culture, Media and Sport (DCMS) for £350,000 funding for the Beacons project had been

successful. The pilot scheme would test the use of mobile phones and Bluetooth technology as a means of allowing passengers to pay for bus journeys and approval was sought for expenditure of £350,000 funded from the Department for Culture Media and Sport to develop the scheme. Members asked for information to be provided on the outcome of the trial.

In agreeing the report's recommendations, members commented that the former Local Transport Plan Committee would have had the opportunity to discuss the projects in more detail prior to the expenditure being approved. The Committee was advised that this had previously been brought to WYCA's attention and members' concerns would be reiterated.

Resolved –

- (i) That the quarterly payments set out in Table 1 be approved.
- (ii) That expenditure of £235,000 for the 2016/17 New Shelter Programme to be funded from the Local Transport Plan be approved.
- (iii) That expenditure of £1,750,000 for the refurbishment of 541 older shelters, to be funded from the Local Transport Plan in 2016/17 be approved.
- (iv) That expenditure of £988,000 for the SCIP Programme to be funded from the Local Transport Plan in 2016/17 be approved.
- (v) That expenditure of £250,000 in 2016/17 for the COSA Extended Life Project be approved.
- (vi) That expenditure of £202,000 to progress Web Development to be funded from the Local Transport Plan in 2016/17 be approved.
- (vii) That expenditure of £350,000 funded through a grant from the Department of Culture, Media and Sport, for the Beacons Project be approved.

66. Transport Act 2000 – Ticketing Scheme

The Committee considered a report on the outcome of consultation regarding the adoption of a ticketing scheme and to recommend the making of a statutory ticketing scheme under Section 135 of the Transport Act 2000 to the Combined Authority.

Members were advised that a statutory ticketing scheme would ensure bus operator participation and they considered that the implementation of a scheme would be in the interest of the public and also contribute to the implementation of transport policies. The responses to the consultation received from operators, how their concerns could be addressed and potential risks were outlined in the submitted report.

With regard to timescales, it was reported that the recommendation to make a formal scheme would be considered at the WYCA meeting to be held in June 2016 and, if approved, would come into effect in October 2016.

Resolved – That the making of a statutory ticketing scheme under Section 135 of the Transport Act 2000 be recommended to the Combined Authority.

67. Young Persons Concessionary Travel – Comparative Data

The Committee considered a report which provided comparative data in respect of Young Persons Concessionary Travel provision across the English metropolitan areas.

The report provided a brief outline of the various elements of payments to operators in respect of subsidised bus services, the English National Concessionary Travel Scheme (ENCTS) and Young Persons Concessionary Travel.

Members considered the table attached to the submitted report which set out the headline concessionary travel provision across comparable areas but it was stressed that it was difficult to draw meaningful conclusions because of the differing nature of the provisions offered. It was noted that West Yorkshire's half fare scheme was considered to be the most comprehensive of the metropolitan and city areas with the exception of Transport for London.

Resolved - That the report be noted.

68. Transport Update

The Committee considered a report which provided an update on national and regional transport developments impacting upon the Combined Authority.

Members were provided with updates on the following developments as set out in paragraphs 2.1 to 2.36 of the submitted report:

- Budget 2016
- Transport for the North
- National Infrastructure Commission
- Review of Network Rail
- Rail Franchising (Northern and Transpennine Franchises)
- Highways England – Growth and Housing Fund Update
- Cycling and Walking Investment Strategy
- DfT Sustainable Travel Transition Year Revenue Competition Bid
- Ultra Low Emission Vehicle Taxi Scheme
- Transport Focus
- Transport and Mental Health

DfT Sustainable Travel Transition Year Revenue Competition Bid

It was reported that WYCA had submitted a £2m bid to the Department for Transport for a “go:greener for Growth in West Yorkshire” project. The bid consisted of three work packages which focussed on Access to Jobs, Access to Skills and Training and Access to Education and the outcome of the bid was expected in the near future.

Transport and Mental Health

The Committee noted the update on the Mental Health and Transport Summit held in February 2016 which had focussed on how transport providers could deliver better services for people with mental health conditions.

It was noted that WYCA did support people with conditions that may affect their travel and a summary of the work being undertaken to address transport issues was attached at Appendix 2 to the submitted report. It was reported that a presentation on the Safe Place Scheme had been given at the Kirklees District Consultation Sub Committee and Councillor Firth suggested that it would be worthwhile for this to be given at a future meeting of the Transport Committee.

Resolved - That the updates provided in the report be noted.

69. Feedback from Spokespersons Representing the WYCA on External Bodies

The Committee was provided with feedback from spokespersons representing the WYCA on the following external bodies:

TfN Partnership Board – 25 February 2016 (Councillor K Wakefield)

In the absence of Councillor Wakefield, John Henkel, Director, Passenger Services updated members on the main points raised and discussions held at the meeting. It was reported that Leeds City Region and Sheffield City Region had expressed their concern that the economic importance and transport priorities of these areas were not fully reflected in the progress report for March and it was agreed that the report would be amended to reflect the comments made.

The Partnership Board had also been given a presentation of the work being undertaken through the Independent Economic Review. This had reflected the views that a focus on skills, research and development and innovation was required as well as improved transport connectivity. The meeting had also endorsed the work on developing proposals for enhanced information and smart, integrated ticketing and the development of a Memorandum of Understanding with Transport Scotland was noted.

Rail North Partnership Board – 25 February 2016 (Councillor K Wakefield)

The Committee noted the items considered at the meeting which had included the rail implications of the Transport for the North information, integrated smart ticketing workstream and the agreement for the development of a Memorandum of Understanding between Rail North, Transport for the North and train operating companies. Other items considered were the revised programme resulting from Sir Peter Hendy's review and a presentation of rail station devolution work undertaken by Transport for Greater Manchester. With regard to the new rail franchises, it was proposed that the new train operating companies be invited to attend a future meeting of the Transport Committee.

East Coast Main Line Authorities – 7 March 2016 (Councillor E Firth)

Councillor Firth provided feedback in respect of the East Coast Main Line Authorities meeting he attended on 7 March 2016. Copies of the 2 presentations given at the meeting had been circulated to members.

Resolved - That the feedback from the TfN Partnership Board, Rail North Board and East Coast Main Line Authorities meetings be noted.

70. Exclusion of the Press and Public

The Committee considered a recommendation to exclude the press and public from Agenda Item 13, which contained exempt information defined in Paragraph 3 of Schedule 12A Local Government Act 1972.

RESOLVED: It was agreed that because disclosure of Item 13 (Land Disposal at Thorpe Lane, Tingley) would reveal details of commercial negotiations, the public interest would be better served by maintaining the exemption and, therefore, the press and public were excluded from the meeting.

***71. Land Disposal at Thorpe Lane, Tingley**

The Committee considered a report which sought consent to the disposal of land owned by WYCA at Thorpe Lane, Tingley, Leeds to Leeds Cricket, Football and Athletic Company Ltd on the terms set out within section 3 of the submitted report.

Resolved - That the disposal of land owned by WYCA at Thorpe Lane, Tingley to Leeds Cricket, Football and Athletic Company Ltd be authorised.

**MINUTES OF THE WORKSHOP FOR TRANSPORT COMMITTEE MEMBERS
HELD ON FRIDAY 15 APRIL 2016 AT
WELLINGTON HOUSE, LEEDS**

PRESENT: Councillor E Firth (Chair)

Councillors N Buckley, A Hussain, M Johnson, D Kirton, G Lloyd, M Lyons, A Pinnock, R Poulsen, T Salam, L Smaje, A Stubley, D Sutherland and C Towler

In attendance: Councillors B Collins (Calderdale), R Lewis (Leeds) and P McBride (Kirklees)

56. Apologies for Absence

Apologies for absence were received from Councillors D Dagger, I Gillies, G Lloyd, V Slater, T Swift, K Wakefield and M Ward.

57. Single Transport Plan and Bus Strategy Workshop

Members of the WYCA's Transport Committee and District Council Portfolio Holders were given a presentation and took part in a workshop on the development of the West Yorkshire Transport Strategy and Bus Strategy and the draft core policy approaches.

Members provided the following feedback in respect of the Transport Strategy:

- Need to articulate spatial approach and link to Local Plans
- Currently reads as too predominately a Public Transport document
- Some growth in car trips must be expected from new housing – the challenge is to manage car use and mitigate
- “What is our story” in context of Government / Transport for the North strategy for accommodating growth in car trips? - link to M62 capacity/efficiency and TfN trans-pennine proposals
- Need to make highway network more efficient. Faster journey times = environmental benefits

- Need to make West Yorkshire Key Route Network rational more obvious, explaining methodology to identify the Key Routes Network and make role in managing more obvious
- Focus might be on reducing level of car use in our main cities – and accept that car use may grow elsewhere on the network
- Suburban areas – Cars are increasingly “blighting” neighbourhoods and communities are coming round to need for change
- Sustainability solution is in choice and confidence in public transport and Technology (‘smart’ packages) and Share culture
- Freight section is too light
- Need make more of rail networks to encourage more journeys to work by Rail – not just faster speeds between main cities - but an approach that joins up more places (i.e. Higgins)
- Need strong campaigns to reduce traffic speeds and impacts – but speed reduction solutions that don’t negatively impact on other modes e.g. speed humps and buses
- Require consistent West Yorkshire approach to 20mph areas/limits – Need to be clear on what the purpose is – but communities are changing and asking for controls on speed
- Smart Futures - Need to be imaginative in anticipating rapid changes in technology
- Approach to disabilities is missing

In respect of the Bus Strategy document, it was noted that this included a range of policy proposals which would be tested through the consultation. The following comments were made:

- Document is too technical
- Agree that WYCA should consult on policy proposals – but proposals are not sufficiently punchy.
- Need to include policy proposals on integrated ticketing
- Competition has had unnecessary, harmful consequences
- Need to strengthen bus frequency in off-peak / particularly PM - linked to supporting evening economy
- Needs to address decline in usage by young people – linked to impacts of parental choice (choice of school) with need to reverse trend of the school run and get children using public transport
- Stronger enforcement of existing (tendered) contracts
- Stronger specification / enforcement of new contracts

RESOLVED - That the feedback received by members be noted and officers be thanked for their presentation.

ITEM 5

Report to: Transport Committee

Date: 1 July 2016

Subject: Major Schemes Bid/Growth Deal 3

1. Purpose

- 1.1. To update the Committee regarding the procedures for City Region bids for Growth Deal 3 and Large Local Major Schemes funding.
- 1.2. To ask the Committee to consider options for Large Major Scheme Funding bids from Leeds City Region.

2. Information: 'Growth Deal 3' and Large Major Scheme Fund

- 2.1. In July 2013, the government announced the establishment of the £12bn Local Growth Fund to be made available to Local Enterprise Partnerships (LEPs) over the lifetime of the current Parliament (up to financial year 2020/21). Over half of this money has so far been allocated in two rounds of 'Growth Deals': Leeds City Region's allocation of £624m is the largest given to any LEP area.
- 2.2. Earlier this year, Greg Clark, the Secretary of State for Communities and Local Government, invited LEPs to submit proposals for a new round of Growth Deals (referred to in the rest of this paper as '**Growth Deal 3**'). Here are the details of this new bidding round :
 - a sum of £1.8bn is to be allocated by a process of competitive bidding;
 - the deadline for the submission of Growth Deal 3 bids is 28 July 2016;
 - ahead of the final submission, LEPs are asked to submit a 'snapshot' of their proposals by 24 June to form the basis of a 'challenge meeting' to be held with a Minister (date to be confirmed).

This is likely to be the last chance to bid for Growth Deal funding in the current Parliament.

- 2.3. The broad criteria to be used to assess Growth Deal 3 bids include:

- demonstrable value for money;
- substantial private and public sector leverage to be generated by the proposals;
- the deliverability of the proposed projects;

- evidence of good local governance (with a statement from government that mayoral Combined Authorities are seen as the strongest form of governance) and strong partnership working;
- the fit of proposals with national government priorities as well as with those of our own Strategic Economic Plan;
- the track record of delivering the Growth Deal to date.

2.4. In parallel, the Department for Transport has invited bids for schemes from the £475m **Large Local Major Schemes Fund**. This is also a competitive bidding process, with a deadline of 21 July, the bid to be submitted by the LEP. The eligibility criteria for the Large Local Major Schemes are set out below:

- the schemes need to be exceptionally large projects that cannot be progressed with local funding. For Leeds City Region, the minimum threshold has been set by DfT at £75m.
- schemes need to be 'indivisible' – in other words, they should be single projects, not 'programmes or 'packages of measures'. If they can be disaggregated or phased, they will be ruled out.
- rail schemes are not preferred as it is assumed that they already have a funding route (via national rail).
- schemes that are on the interface of the strategic and local road network are eligible.

2.5 Although decisions on the awarding of the Growth Deal and Large Local Major Schemes funding are to be taken separately, the letters from government clearly ask that LEPs should consider the two bids together so that a single narrative can be provided to the government about their combined impact.

3. Initial bid options

3.1. The LEP Board held an initial discussion on the broad parameters of both the main Growth Deal 3 bid and that for Local Transport Majors at its meeting on 18 May. The views of the LEP Board regarding the broad parameters of the bids are:

- the Board agreed that deliverability is vital to the credibility of our Growth Deal 3 bid. It will be important to identify either gaps in existing funding or new opportunities that have recently arisen, rather than bid for projects that could be funded from our existing allocation;
- the principal narrative underpinning the City Region's submissions should be that we are looking to bring together a package of targeted interventions that will support manufacturing, create jobs and raise productivity;

- in particular, we are seeking to accelerate economic development through the integrated provision of essential infrastructure at a number of the City Region's Spatial Priority Areas (that is, the geographical locations given priority in the newly-refreshed Strategic Economic Plan);
- the Growth Deal 3 and Local Transport Majors bids should be clearly aligned with each other in support of the above aims, and also with any input we may have into the Builders Finance Fund.

3.2. With regard to the Large Local Majors Schemes, there has been extensive dialogue with district partners regarding potential submissions. All suggestions have been assessed on the criteria set out in paragraph 2.4, meaning that a number of ideas have been deemed ineligible on those grounds. The initial assessment also includes consideration of feasibility, deliverability and value for money. It is proposed that the following two schemes are developed for submittal for the Large Majors Fund:

- North Kirklees Orbital Road – a new road and junctions with access from junctions on the M1 and M62 to unlock development sites in both Kirklees and Wakefield. It has the potential capability to kick start transformational regeneration on the back of new housing and employment;
- Dualling of A1237 York Northern Outer Ring Road – upgrade the existing 10 miles-long single carriageway A1237 York Northern Outer Ring Road to dual carriageway which is critical for the delivery of housing and employment growth in York.

3.3. WYCA is working closely with the relevant District Councils to develop the above mentioned schemes. It should be noted that DfT do not expect to receive more than one or two bids from a single LEP area. It is very likely that respective LEP area will be asked to prioritise schemes if LEP is considering submitting more than one bid.

3.4. It should also be noted that the A1237 York scheme has also been put forward as one of the three York, North Yorkshire & East Riding (YNYER) LEP schemes. YNYER LEP is not going to prioritise their schemes until immediately before the submission deadline. LCR's bidding strategy may need to be determined following further discussions with our counterparts closer to the submission deadline.

3.5. The LEP Board meeting on 19 July will consider and approve both bids for final submission.

3.6. It is envisaged that funding decisions will be made by the Government around the time of the Autumn Statement. A further report will be submitted to the Authority once the decisions have been announced.

4. Financial Implications

4.1. The financial implications of the City Region bids for Growth Deal 3 and for Local Transport Majors will be known only when the government has announced its funding decisions.

5. Legal Implications

5.1. There are none arising from this report.

6. Staffing Implications

6.1. The staffing implications of the City Region bids for Growth Deal 3 and for Local Transport Majors will be known only when the government has announced its funding decisions.

7. Consultees

7.1. Directors of the Combined Authority have provided advice in the preparation of this report.

8. Recommendations

8.1. That the Transport Committee notes the procedures for Growth Deal 3 and Local Transport Majors bidding set out by government, and also the views of the LEP Board with regard to the broad parameters of the Leeds City Region bids.

8.2. That the Committee considers the initial Large Local Majors proposals and passes on its views to the LEP Board in July.

9. Background Documents

9.1. The Government letters regarding the Growth Deal 3 and the Local Transport Majors are attached to this report.



Department for Communities and Local Government

Roger Marsh OBE
Leeds City Region LEP
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West Yorkshire
LS1 2DE

Dear Roger

The Rt Hon Greg Clark MP
*Secretary of State for Communities
and Local Government*

Department for Communities and Local Government

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12 April 2016

Competing for Growth – Further Growth Deals

Across the country, Local Enterprise Partnerships have used the existing Growth Deals to build stronger local economies. Every new job created as a result of a Growth Deal makes someone's life better: there's little more important work than this.

I am delighted, therefore, to invite proposals for the **next round of Growth Deals**.

We are looking for even more ambition in this round: the competition is open to every LEP, but no area is entitled to a particular share of funding. We'll make the awards on the basis of the merits of the cases you make, in light of the criteria I outline below. The stronger your proposal, the greater your chance of success - it's that simple.

Here are the criteria we will use in our review:

- You should explain how new funding will help to increase growth in your area, over and above the impact of your existing Growth Deal. What barriers (in transport, skills, housing supply, for example) could be overcome by new investment? **Propose a specific figure** for funding, and describe the purpose to which it would be put. (The e-mail you received from Katherine Cowell, the BIS Local Deputy Director for Yorkshire, Humber and the North East, made clear the funding for which everyone is competing). As in previous rounds, I will look for you to provide details on what your proposals will deliver in terms of job creation, investment and housing, as well as what will be required to achieve this in terms of cost and capacity.
- **Strong collaboration between your partnership and the local area** must underpin your proposal. This work must be owned by both political and business leaders in your area.


- The need for **stronger, reformed governance structures** implies that proposals that are aligned with mayoral Combined Authorities (or proposed Combined Authorities) will have an advantage. You would do well to outline the positive role your partnership is taking in strengthening local governance.
- As your Partnership will be more engaged with local business now than was the case in 2014, your proposal should include **a greater level of private sector investment** than in previous rounds, as well as match funding from other bodies such as universities. My expectation is that LEPs will have SME representation on their Board and I would like to see a proposition on how you will implement this in your proposal.
- Your strategy should **engage with government's key objectives within the wider local context** (such as plans for housing delivery and the area reviews into further education).
- And, of course, the **delivery of existing Growth Deals** will play a part in my consideration of proposals. We expect your proposals to set out the systems in place to ensure value for money and proper use of public money.

Your proposal will also be seen in the context of your bid, should you make one, for Local Transport Majors funding. Local Transport Majors funding allows several areas to fund transport projects beyond that which individual Local Enterprise Partnerships have previously delivered. Ministerial colleagues in the Department for Transport will write to you shortly to explain how that funding will be awarded.

Your new Growth Deal proposal should be submitted by summer recess, and my officials will contact you in due course regarding your challenge session. I intend to announce the winners of this competition around the time of this year's Autumn Statement. BIS Local teams are ready to support you in preparing your proposals — make good use of them.

To support this round of funding, I was pleased to announce continued core funding for LEPs into 2017-18, to enable you to plan for the future with confidence. We will provide further guidance on this in due course.

I hope you share my excitement about this new round of Growth Deals, and look forward to reading your proposals.



Rt Hon Greg Clark MP

CC. Robert Norreys, Director Leeds City Region LEP

14 APR 2016

LARGE LOCAL MAJOR SCHEMES FUND

As you probably know, the Chancellor announced in the Budget that the Government is now inviting bids for schemes from the £475m Local Majors fund. We have already made awards of £151m for the Lowestoft Third Crossing and Ipswich Wet Dock schemes and I am now inviting bids for further schemes.

The aim of this is to provide funding for those exceptionally large, potentially transformative local schemes that are too big to be taken forward within regular local growth fund allocations and could not otherwise be funded. Bids can be for scheme development costs, or if a business case is already complete, for funding to prepare and construct a scheme.

Greg Clark, the Communities Secretary, announced details of a further round of Growth Deals at the LEP Network conference on 22 March, to allocate up to £1.8bn of flexible Local Growth Fund (LGF). Following this, I understand that he has written to LEPs, requesting proposals to be submitted by summer recess and outlining that allocations will be made by Government by the autumn.

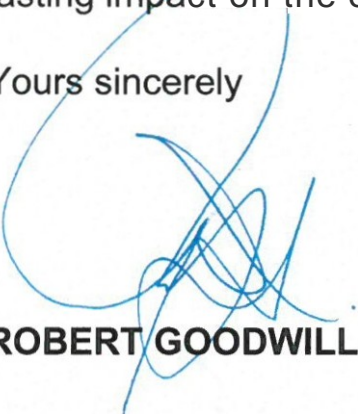
The competitive process for the Large Majors fund will run to a similar timetable as the wider Growth Deals round with a deadline of 21 July 2016. Although the large majors fund is a stand-alone element of the LGF, we hope that by running the competitions in parallel this will not only minimise the burden on LEPs but will enable you to provide a joined up narrative about your proposals for growth and the additional impact that a large major scheme could have.

But we also want to offer a quicker opportunity for those LEPs with schemes that are already at an advanced stage of development and that wish to seek an award of development funding for 2016/17 when the first £10m of the large major schemes fund is available. The advanced deadline for those submissions will be **31 May 2016**. We will aim to make decisions on those schemes by the summer recess.

OfT officials have already hosted some workshops on the fund and will provide you with a more detailed guidance note with criteria and bidding instructions.

There is likely to be strong competition for funding so it is vital that LEPs prioritise schemes carefully against the criteria and put forward only those with a strong case for consideration. Although there is no formal maximum I would not expect to receive more than one or two bids from a single **LEP**. I look forward to seeing some exciting scheme proposals that will have a lasting impact on the economic life of the count

Yours sincerely



ROBERT GOODWILL

Originator: Paul Roberts
Acting Assistant Director,
Integrated Transport



ITEM 6

Report to: Transport Committee

Date: 1 July 2016

Subject: Local Transport Plan Approvals

1. Purpose

1.1. To seek approval for Quarter 2 2016/17 payments for the following programmes:

- LTP IP2 Integrated Transport and Highway Maintenance Blocks;
- Highways Maintenance Incentive Funding; and
- Cycle City Ambition Grant (CCAG).

1.2. To seek approval to expenditure relating to:

- CCTV Digital Upgrade;
- West Yorkshire Rail Capacity Study;
- Bradford Northern Powerhouse Rail (NPR) Hub; and
- Lancashire – Leeds City Region – North Yorkshire, East – West Study.

2. Information

2.1. The former West Yorkshire Integrated Transport Authority (WY ITA) approved the Local Transport Plan 3 (LTP3) second Implementation Plan (IP2) 2014/17 at their meeting in January 2014.

2.2. Table 1 shows the payments to be made to partners. LTP Payments are based on the current allocations as reported to Transport Committee in February 2016, which are set out in Appendix 1.

Quarterly Payments

Integrated Transport Block Funding

- 2.3. Responsibility for delivering the interventions identified in IP2 is shared between the Combined Authority and District Councils. The agreed approach is that the Integrated Transport (IT) Block element of the LTP funding is distributed by the Combined Authority between the LTP Partners based on the value of the Implementation Plan each partner is responsible for delivering (less any over-programming).
- 2.4. The Quarter 2 payments for each of the Partners, reflecting the latest progress in developing and delivery of IP2, is set out in Table 1.

Highways Maintenance Block Funding

- 2.5. The Highway Maintenance (HM) Block funding is distributed between the District Councils in accordance with Department for Transport (DfT) formulaic allocation.
- 2.6. The distribution of the HM Block funding is set out in Appendix 2. The proposed Quarter 2 payments are shown in Table 1.

Highways Maintenance Incentive Funding

- 2.7. In December 2014, the government announced a Highway Maintenance Incentive Fund to reward councils who demonstrate they are delivering value for money in carrying out cost effective improvements.
- 2.8. Each highway authority completed a self-assessment questionnaire assessing their asset management regime against set criteria, with banded scores dictating the level of funding to be received from the fund between 2015/16-2020/21.
- 2.9. The Department for Transport have advised that all West Yorkshire local highway authorities had achieved Band 2 status and has been awarded a full allocation of £1.637m in 2016/17. The banding allocations reflect the maturity of local highway authorities in fulfilling their highway maintenance responsibilities. Band 1 is the lowest level, and Band 3 the highest.
- 2.10. However if Band 3 status (the highest) is not achieved by the start of 2017/18, that allocation would be reduced in future years. Clarification has been received from DfT on the steps that need to be implemented to achieve Band 3 status and officers are making good progress on ensuring that this will be achieved. It should be noted that only two English authorities achieved Band 3 status on the initial assessment.
- 2.11. This Report seeks approval to pay out the Quarter 1 and Quarter 2 HM Incentive Funding allocations to district partners as shown in Table 1.

Cycle City Ambition Grant (CCAG) Funding

- 2.12. The Cycle City Ambition Grant funding is managed in accordance with the principles established for LTP funding, with funding allocated to partners (in this case including York City Council who were partners in the successful bid) in accordance with the forecast spend at the beginning of each quarter.
- 2.13. The CCAG delivery programme is now expected to extend into 2018/19 to allow some projects within the programme to align with delivery of related developments. This will require a re-profiling of a proportion of the West Yorkshire LTP match funding from 2017/18 into 2018/19, which will be reported to a future meeting of the Committee.
- 2.14. The funding to be allocated in Quarter 2 of 2016/17, as agreed with the partners involved is set out in Appendix 3. The proposed Quarter 2 payments are also shown in Table 1.

Local Transport Plan – Implementation Plan 2 Approvals

CCTV Digital Upgrade

- 2.15. The Authority currently has an extensive analogue CCTV system that covers bus stations, Crow Nest Lane, Wellington House and King Lane Park and Ride site. A previous project re-located the control centre from Wellington House to a joint operation with Leeds City Council using a modern control centre in Middleton. Ensuring that WYCA's properties are efficiently managed and secure is considered to be 'business critical' and there is a significant annual cost associated with running the system, including:
- High costs to maintain the now life-expired analogue CCTV cameras;
 - The cost of transferring analogue data, which is greater than for digital data transmission; and
 - The number of different suppliers and owners of different parts of the system makes finding the cause of and responsibility for any fault, time consuming and expensive.
- 2.16. This project proposes converting the existing analogue system to a digital system and includes upgrading 213 life-expired analogue cameras to digital, upgrading WYCA equipment at the Middleton Control Centre, and hand-over to Leeds City Council for operation and maintenance with a 5 year warranty.

- 2.17. The project will result in a reduction in annual revenue costs of around £180,000. The project would also result in a reduction in energy use and improve the performance and resilience of the CCTV system.
- 2.18. Conversion to a digital CCTV system could also provide the basis for other future enhancements, including Digital Help Points with additional functionality and advertising. The use of the Middleton Control Centre could also be expanded in the future to include remote monitoring of WYCA's fire, intruder and panic alarm systems.
- 2.19. In order to achieve the conversion to a digital system there would be a requirement for initial capital investment, with an anticipated pay-back period of a little over 3 years on this investment as a result of revenue savings.
- 2.20. Approval is therefore sought for capital expenditure of £550,000, funded from the LTP to convert the existing analogue system to a digital system.

Rail Development Programme

West Yorkshire Rail Capacity Study

- 2.21. The rail industry's planning cycle for the 2019-2024 period (Control Period 6) is now reaching the point where WYCA input is required in order to ensure that the Department for Transport (DfT) led 2017 'High Level Output Statement' makes provision for growth in rail passenger demand across West Yorkshire.
- 2.22. In the past the DfT have led the preparation for and publication of the High Level Output Statement. Rail North/Transport for the North will now play an important role in this process and will be asking partner authorities for evidence to support a robust case for investment by Network Rail to cater for increased passenger numbers. This study would therefore provide a key input to the joint work being undertaken by the DfT and Rail North/Transport for the North.
- 2.23. WYCA carried out similar detailed analysis to inform the planning process for the 2014-19 rail planning period (Control Period 5). The work was well received by DfT and proved influential in obtaining commitments on CP5 infrastructure spending that reflected the capacity needs of the Leeds City Region, and these were incorporated into the High-Level Output Statement (HLOS) agreed by DfT in 2012.
- 2.24. Approval is now sought for expenditure of up to £100,000, funded through the LTP allocation for rail development, to fund this work.

Bradford Northern Powerhouse Rail (NPR) Hub

- 2.25. In order to support delivery of the Leeds City Region SEP objectives, WYCA is carrying out complementary work to that being led by Transport for the North to set out

what the Leeds City Region requires from the Northern Powerhouse Rail (NPR) work-stream.

- 2.26. The emerging conclusions from this work are set out in agenda item 7 and include the proposal that NPR should include an intermediate (e.g. between Leeds and Manchester) call, and that NPR services and stations are fully integrated with other forms of transport in order to maximise and spread its benefits around the city region. One option for this call would be Bradford, which would have the additional benefit of better connecting the two major West Yorkshire centres.
- 2.27. The Bradford NPR Hub work, to be undertaken jointly with City of Bradford MDC, would investigate the engineering feasibility, cost and high level economic and financial case for NPR to serve Bradford. It will also consider how best to integrate it with Bradford City Council's economic development, regeneration and land-use plans, as well as with other transport modes that serve the wider region. The study will help inform Transport for the North work streams on the same subject. Further hub feasibility work may be required should other calls appear viable.
- 2.28. Approval is now sought for expenditure of up to £100,000, funded through the LTP allocation for rail development, to fund this work.

Lancashire – Leeds City Region – North Yorkshire, East – West Study

- 2.29. The Lancashire LEP are proposing to carry out and co-fund a piece of work to identify the potential economic benefits in improving the strategic east-west transport corridor linking Lancashire, the Leeds City Region and North Yorkshire. Transport for the North has so far not considered the case for connectivity improvements in this geography, although the Strategic Local Connectivity work-streams has high-lighted some gaps in the analysis to date, including strategic east-west connectivity of this nature.
- 2.30. The study will develop an understanding of the scale and nature of the wider economic benefits that could arise across the North of England if transport links between Lancashire and North and Leeds City Region are significantly enhanced, particularly in terms of reduced centre-to-centre travel times by both rail and road.
- 2.31. The study will identify whether a strategic case exists for new interventions on both road and rail networks. This will in turn determine whether or not there is a compelling case for Transport for the North to undertake or support further more in-depth work to improve connectivity in this corridor.
- 2.32. Lancashire County Council, on behalf of the Lancashire LEP, are seeking WYCA involvement and a financial contribution to the expected overall cost of the study of £75,000. It is proposed that this cost would be shared between Lancashire County Council, North Yorkshire County Council and WYCA.

- 2.33. Approval is now sought for expenditure of £25,000, funded through the LTP, to fund this work.

3. Financial implications

- 3.1. The financial implications are set out in Section 2 of the report.
- 3.2. Table 1 below summarises the Quarter 2 payments to be made to the District Council partners.

Table 1 – Quarter 2 2016/17 Payments (£000s)

District	IT	Maintenance	Highway Maintenance Incentive Funding (Q1 + Q2)	CCAG	Total
Bradford	487	1,415	173	374	2,449
Calderdale	264	902	111	0	1,277
Kirklees	564	1,401	172	55	2,192
Leeds	927	1,993	244	716	3,880
Wakefield	360	979	120	38	1,497
WYCA	2,517	5	0	354	2,876
York*	0	0	0	90	90
Total	5,119	6,695	820	1,627	14,261

* York City Council are a partner in the successful joint bid for Cycle City Ambition grant funding.

4. Legal Implications

- 4.1. The Transport Committee has delegated authority to approve the capital expenditure sought in this report for the delivery of LTP.

5. Staffing Implications

- 5.1. None as a direct result of this report.

6. Consultees

- 6.1. John Henkel (Director Passenger Services), Angela Taylor (Director of Resources) and Ian Gray (Director of Programme Delivery) have provided advice in the preparation of this report.

7. Recommendations

- 7.1. That the Transport Committee approves the quarterly payments set out in Table 1.

- 7.2. That the Transport Committee approves the expenditure of £550,000 in 2016/17 funded from the LTP to convert the existing analogue CCTV system to a digital system.
- 7.3. That the Transport Committee approves the expenditure of up to £100,000 in 2016/17 funded from the LTP to fund the West Yorkshire Rail Capacity Study.
- 7.4. That the Transport Committee approves the expenditure of up to £100,000 in 2016/17 funded from the LTP to fund the Bradford NPR Hub.
- 7.5. That the Transport Committee approves the expenditure of £25,000 in 2016/17, funded from the LTP, to fund a contribution towards the Lancashire – Leeds City Region – North Yorkshire, East – West Study.

8. Background Documents

West Yorkshire Combined Authority Report, 4 February 2016, Item 7 'Business Plan and Budget Report 2016-17'.

Appendix 1

Changes to Indicative LTP Integrated Transport IP2 2014-2017 (£000s)

District		2014/15	2015/16	2016/17	TOTAL
Bradford	Approved April 16	1,037	1,560	1,947	4,544
	Proposed Adjustment	0	0	0	0
	Proposed July 16	1,037	1,560	1,947	4,544
Calderdale	Approved April 16	1,243	944	1,056	3,243
	Proposed Adjustment	0	0	0	0
	Proposed July 16	1,243	944	1,056	3,243
Kirklees	Approved April 16	1,489	2,578	2,256	6,323
	Proposed Adjustment	0	0	0	0
	Proposed July 16	1,489	2,578	2,256	6,323
Leeds	Approved April 16	3,640	3,545	3,708	10,893
	Proposed Adjustment	0	0	0	0
	Proposed July 16	3,640	3,545	3,708	10,893
Wakefield	Approved April 16	1,446	1,378	1,441	4,265
	Proposed Adjustment	0	0	0	0
	Proposed July 16	1,446	1,378	1,441	4,265
Combined Authority	Approved April 16	10,808	8,776	10,066	29,650
	Proposed Adjustment	0	0	0	0
	Proposed July 16	10,808	8,776	10,066	29,650
Centrally held funding	Approved April 16	0	0	0	0
	Proposed Adjustment	0	0	0	0
	Proposed July 16	0	0	0	0
TOTAL	Approved April 16	19,663	18,781	20,474	58,918
	Proposed Adjustment	0	0	0	0
	Proposed July 16	19,663	18,781	20,474	58,918

Notes:

General: Programme subject to minor changes with no funding implications for partners. Any more significant changes to programme affecting funding will be reported at the Q3 update.

Bradford: £0k 2016/17

No changes to programme are proposed. No proposed adjustment to funding allocation.

Calderdale: £0k 2016/17

No changes to programme are proposed. No proposed adjustment to funding allocation.

Kirklees: £0k 2016/17

Proposed changes to Cycling and Walking programme to reflect scheme deliverability - funding already available to deliver. No proposed adjustment to funding allocation.

Leeds: £0k 2016/17

No changes to programme are proposed. No proposed adjustment to funding allocation.

Wakefield: £0k 2016/17

No changes to programme are proposed. No proposed adjustment to funding allocation.

WYCA: £0k 2016/17

No changes to programme are proposed. No proposed adjustment to funding allocation.

Centrally held funding: £0k 2016/17

Indicative LTP Highways Maintenance Block Funding 2014-2017 (all figures in £000s):

Partner Authority	IP2			
	HM Formula Allocations			HM Incentive Fund
	2014/15 (paid)	2015/16 (paid)	2016/17 (forecast)	2016/17 (forecast)
	£000s	£000s	£000s	£000s
Bradford	5,226	6,180	5,660	346
Calderdale	3,365	3,941	3,608	221
Kirklees	4,331*	6,116	5,602	343
Leeds	6,855	8,701**	7,971	487
Wakefield	2,978	4,276	3,915	240
Combined Authority	10#	0	25##	0
Total	23,766	29,213	26,781	1,637

* Kirklees maintenance allocation has been adjusted to pay back the loan from the IT block in 2013/14 to fund an accelerated maintenance programme ahead of the Tour De France

** Includes a +£1k correction for a rounding error in 2014/15 payment

Topslice to fund development work for Highways Maintenance Challenge Fund (£5k) and Pothole Fund Review (£5k)

Topslice to fund Highways Maintenance Incentive Fund development work

CCAG Funding Profile - Combined Programme (all figures in £000s)

Partner	2013/14 (paid)	2014/15 (paid)	2015/16 (paid)	2016/17	
				Q1 (paid)	Q2 (proposed)
Bradford	142	758	524	54	374
Calderdale	N/A	N/A	100	0	0
Kirklees	N/A	N/A	183	72	55
Leeds	457	5,254	15,818	1,589	716
Wakefield	N/A	N/A	100	0	38
WYCA	630	1,190	1,683	500	354
York	N/A	N/A	74	28	90
Total	1,229	7,172	18,482	2,243	1,627

Originator: John Henkel
Director of Passenger Services



ITEM 7

Report to: Transport Committee

Date: 1 July 2016

Subject: Transport for the North Update

1. Purpose

- 1.1. To provide the Transport Committee with an update on regarding Transport for the North, Northern Powerhouse Rail and Rail North franchise awards.

2. Information

- 2.1. Transport for the North (TfN) is the regional transport body across the north of England comprising all the northern city regions, Local Enterprise Partnerships, Highways England, Network Rail and HS2 Ltd, that has been commissioned by the government to drive forward the delivery of transformational Northern Powerhouse transport investment projects.
- 2.2. A report to the West Yorkshire Combined Authority meeting of 23 June 2016 provided an update regarding Transport for the North's business plan for 2016/17, and the proposed powers and governance arrangements. The report is attached as Appendix 1.
- 2.3. Rail North has been established as a pan-northern partnership to manage, in conjunction with the Department for Transport, the procurement, award and management of the Northern and TransPennine rail franchise. The two new franchises commenced on 1 April 2016. The Competition and Market Authority (CMA) have instigated an investigation of the award of the Northern Franchise to Arriva, who also operate bus services in the area.
- 2.4. Further information regarding Leeds City region input to Transport for the North, and the Competition and Markets Authority (CMA) investigation of the Northern rail franchise award is set out below.

Leeds City Region Input to Northern Powerhouse Rail

- 2.22 The WYCA meeting of 31 March 2016, considered a report based upon Transport Committee discussions and agreed that it was of key importance to set out a consistent and clear narrative to influence the northern and national agenda, and to have a clearly defined list of regional priorities which could be delivered through Transport for the North.
- 2.23 WYCA is leading a piece of economically focussed work to develop a LCR position on Northern Powerhouse Rail (NPR), which is developing the case for transformational change in rail connectivity improvements between the six major cities in the north plus Manchester Airport. There have been concerns that this remit is too narrow and extensive dialogue with district and business partners within Leeds City Region has developed the following emerging areas of consensus:
- NPR is one part of the region's connectivity requirements and there are other layers and supporting measures that are needed.
 - Efforts should be made to prevent reducing the connectivity (current or future through committed investments/improvements e.g. improved services committed through the new Northern and TransPennine Express rail franchises, and Transpennine electrification/route upgrade).
 - The design and connectivity provided by NPR stations are fundamental, enabling connections to other rail and transport services seamlessly including between HS2, NPR and local connections.
 - There should be a NPR stop at York, to serve the northern and eastern parts of the city region.
 - There should be a NPR stop in West Yorkshire between Leeds and Manchester.
- 2.24 The economic and regeneration assessment is still on-going. The work completed so far suggests that there are significant economic benefits to be delivered by introducing an intermediate stop in West Yorkshire between Leeds and Manchester.
- 2.25 The study will be completed by the end of July and the agreed LCR position on NPR will be fed into TfN before conclusion are reached by TfN on their next phase of work in September 2016.

Competition and Markets Authority Investigation

- 2.26 The Competition and Markets Authority (CMA) is investigating whether there are any competition concerns arising on routes where Arriva are both rail franchisee and the only bus operator. Whilst the investigation is taking place, the CMA has issued an order which requires Arriva to maintain separation of their bus and rail businesses until the conclusion of the investigation.

2.27 The CMA has requested information and data from WYCA to assist its investigation. The outcome of the investigation is expected in November 2016. If the CMA finds there are adverse effects of competition, it can impose orders on the company to safeguard competition. Currently, Arriva manage each division separately and the impact of the investigation on the delivery of bus and rail services is minimal.

3. Financial Implications

3.1. None as a result of this report.

4. Legal Implications

4.1. None as a result of this report.

5. Staffing Implications

5.1. None as a result of this report.

6. Consultees

6.1. The Managing Director was consulted in the preparation of this report.

7. Recommendations

7.1. That the updates provided in this report are noted.

8. Background Documents

8.1. As identified in the report.

Originator: John Henkel,
Director of Passenger Services



ITEM 7

Report to: Combined Authority

Date: 23 June 2016

Subject: Transport for the North Update

1. Purpose

- 1.1. To provide the Authority with an update regarding Transport for the North.

2. Information

Transport for the North Business Plan

- 2.1. Transport for the North (TfN) is the regional transport body across the north of England comprising all the northern city regions, Local Enterprise Partnerships, Highways England, Network Rail and HS2 Ltd. It has been commissioned by the government to drive forward the delivery of transformational Northern Powerhouse transport investment projects, and will become the first Sub-National Transport Body. Leeds City Region is represented (from the LEP and WYCA) on the Transport for the North Partnership Board.
- 2.2. The Transport for the North Partnership Board has adopted a vision economic transformation, with transport as a key enabler. Transport for the North's spring report sets out this vision as:

Our shared vision is for a vibrant and growing economy across the north of England which builds on its unique economic strengths, attracts and retains the brightest and best talent, and plays globally in terms of its research, development, and business activities. The North will be one of the world's most competitive regions, playing host to successful and innovative global and local companies, offering its skilled workforce to businesses, and using its advanced transport connectivity to link clusters of thriving businesses – across the North, across the United Kingdom, and globally.

Our ambition for the Northern Powerhouse is to re-balance and grow the economy of the UK through a radical increase in productivity, at the same time as increasing job opportunities. It requires the delivery of a sustained, generation-long investment programme across the North in building infrastructure, strengthening skills, and harnessing innovation.

The Northern Transport Strategy is fundamental to delivering the Northern Powerhouse. Investment in connecting the North's towns and cities into a single economy is essential to creating a transformed integrated Northern economy greater than the sum of its parts. This requires investment in the North's transport networks to better connect the major urban centres and economic assets of the North to market opportunities, including talented staff, suppliers, collaborators and customers, at home and abroad.

2.3. The Transport for North Partnership Board has considered a draft business plan for 2016/17. The Business Plan priorities are:

- To establish TfN as a statutory body through the Cities and Local Government Devolution Act 2016.
- To successfully position TfN as the client body for Government on setting investment on pan-northern transportation infrastructure and services in the north of England, over and above the needs of individual authorities. This means that TfN will, in coordination with local transport authorities, become the client body, and through its transport strategy, to:
 - Set the specification and development of strategic rail infrastructure across the north of England;
 - Set the specification of highway infrastructure across the north of England;
 - Ensure successful management of the Northern and TPE rail franchises through Rail North Ltd and
 - Deliver Smart and Integrated ticketing options integrated across The North.

2.4. The Business Plan sets out activity to achieve these objectives through work-streams relating to:

- Strategy and Policy
- Analysis and Research
- Integrated Rail
- Integrated Highways
- Integrated Smart Travel
- Freight and Logistics

- Strategic Local Connectivity
- International Connectivity
- Governance and Legislation

2.5. Further information on governance and legislation and Northern Powerhouse Rail is set out below.

Transport for the North Governance and Legislation

2.6. Royal Assent has been granted for changes to primary legislation to allow TfN to progress to its aim of being the first statutory Sub-National Transport Body by the end of 2016.

2.6. The Act to establish TfN as a sub national transport body (STB) does not create the powers for it to operate. The Act enables the functions of the STB to be derived from a limited number of sources including:

- General functions provided for in section 102H of the Local Transport Act 2008, including the preparation of a transport strategy and powers to advise, co-ordinate and make proposals;
- Other public authority functions (i.e. including functions of the Secretary of State) to be exercisable either instead of by, or jointly (but not concurrently) with the public authority;
- Local transport functions (i.e. functions of CAs, LTAs or PTEs) exercisable instead of by, or concurrent with, the CA, LTA or PTE.

2.7. It is envisaged that an effective TfN, in its final form, would have the responsibility to set the strategic pan northern transport objectives for Highways England and Network Rail, in addition to fully devolved responsibility for specifying franchised rail services. This model follows similar principles of devolution in Scotland and Wales where transport investment priorities are determined locally according to economic priorities.

2.8. The above would require certain powers that are currently exercised by central government to be exercised by TfN instead. These powers include:

- Setting the objectives and priorities for the Rail Investment Programme;
- Determining the franchise rail service specification; and
- Setting and varying the objectives and priorities for the Road Investment Programme.

- 2.9. It is envisaged that the journey to fully devolved status would include an interim ‘co-decision’ making role with government as the capacity and capability of TfN matures. This is similar in the way that Rail North and government’s relationship has evolved.
- 2.10. To facilitate the development and implementation of its Transport Strategy, TfN would likely require the ability to exercise concurrently seven powers of the CAs, LTAs or PTEs that would enable it to be a real vehicle for transport devolution rather than an advisory body. These are included in Appendix 1.
- 2.11. It is not intended that the use of concurrent powers would reduce the powers available to local areas, and the intention is that TfN would only exercise these powers with the explicit agreement of the Local Transport Authority in question. It is important that this limitation is contained within the Order.
- 2.12. The elements of the constitutional arrangements upon which TfN would be established are also being developed and would include the following key principles:
- Voting arrangements;
 - Integration of Rail North;
 - Local accountability and operating model; and
 - Funding. It is proposed that TfN could seek statutory contributions with the unanimous support of its constituent authorities.
- 2.13. Because northern transport authorities differ so much in their size, it is proposed to introduce a weighted system of voting. TfN anticipate that issues should be resolved by consultation and consensus, rather than through formal voting, but it is a required element of the statutory arrangements that some provision is made for voting if required. There are a number of options for voting structures, but an appropriate option could be to assign weights based on population. This would avoid any bias between urban and rural authorities, and reflect the ambition that TfN should be representative of all the citizens of the North of England. Safeguards to protect both the largest and smallest members would be required.
- 2.14. It is proposed that most issues be determined on a simple majority of votes in line with the appropriate metrics once consensus is agreed. However, certain decisions such as agreeing the strategy and budget would require a super-majority vote.
- 2.15. It is proposed that Rail North would be incorporated within Transport for the North once it has been established as a sub national transport body. Rail North Partnership Board currently operates on a model of voting weighted by the share of each authority in the overall rail patronage of those services. It is proposed that, for Rail North matters, this voting mechanism is retained.
- 2.16. WYCA will be consulted on the proposed governance and legislation proposals for Transport for the North. It is suggested that a response should ensure that:

- Local Transport Authorities must be consulted on the draft order/scheme/detailed proposals in advance of any submission to Government in 'summer'.
- TfN should articulate clearly the case for concurrent powers over the (more inclusive) model of each Local Transport Authority exercising its own power to the same effect.
- Private sector gets little mention, and LEPs should be asked to consider whether they consider the business engagement proposals adequate.

2.17. In addition, more Local Transport Authority /LEP involvement and debate in the development of TfN would be beneficial and TfN should be asked to consider how to facilitate this as a quarterly meeting schedule is insufficient.

Leeds City Region Input

2.18. It is considered that further work is need to develop overarching policy objectives for TfN that set the context for all the TfN work-streams. This would help to define more clearly Tfn's purpose and how it best adds value to the work of its constituent partner authorities and other agencies.

2.19. WYCA has previously considered input to TfN road and rail work-streams. WYCA is now working with District Council partners in commissioning work to articulate the Leeds City Region economic benefits relating of Northern Powerhouse Rail (NPR), which is developing the case for transformational change in rail connectivity improvements between the six major cities in the north plus Manchester Airport. There have been concerns that this remit is too narrow in focussing solely on core cities. Extensive dialogue with district and business partners within Leeds City Region has developed the following emerging areas of consensus:

- NPR is one part of the region's connectivity requirements and there are other layers and supporting measures that are needed.
- Efforts should be made to prevent reducing the connectivity (current of future through committed investments/improvements e.g. improved services committed through the new Northern and Trans-pennine Express rail franchises, and Trans-pennine electrification/route upgrade).
- The design and connectivity provided by NPR stations are fundamental, enabling connections to other rail and transport services seamlessly including between HS2, NPR and local connections.
- There should be a stop at NPR York, to serve the northern and eastern parts of the city region.
- There should be a West Yorkshire NPR stop between Leeds and Manchester.

- 2.20. The economic and regeneration assessment is still on-going. The work completed so far suggests that there are significant economic benefits to be delivered by introducing an intermediate stop between Leeds and Manchester.
- 2.21. The study will be completed by the end of July. WYCA can then consider further input to the NPR work-stream.
- 2.22. It is considered that the Integrated Highways work-stream risks being overly focussed on elements of the (highways England) strategic road network, rather than seeking to develop a pan-northern roads strategy. The Strategic Local Connectivity work-stream would provide useful input to a broader strategy.
- 2.23. WYCA continues to lead the work streams on Integrated Smart Travel and Local Strategic Connectivity and to contribute to the other work-streams. Much of the funding for this is allocated through the Transport for the North budget for 2016/17, and does not require WYCA approval. However, the acceptance of the Strategic Outline Business Case, subject to Ministerial approval, has 'unlocked, the initial £1.85 million draw-down from the £150 million earmarked for this work-stream, and as capital expenditure requires WYCA approval as part of a revised capital programme.

3. Financial Implications

- 3.1. Assuming the expected Ministerial approval, WYCA is requested to approve expenditure of £1.85 million on the development of the Business case for the Integrated and Smart Travel work-stream, which is being led by WYCA. This expenditure would be funded by DfT grant.

4. Legal Implications

- 4.1. None as a result of this report.

5. Staffing Implications

- 5.1. None as a result of this report.

6. Consultees

- 6.1. The Managing Director was consulted in the preparation of this report.

7. Recommendations

- 7.1. That the updates provided in this report are noted.
- 7.2. That WYCA endorses the proposed requirements for Transport for the North governance and legislation as set out in paragraph 2.20.

- 7.3. That WYCA endorses the further input to the activities of TfN as set out in paragraphs 2.22 to 2.28
- 7.4. That WYCA includes, and approves, expenditure of £1.85 million, funded through the Transport for the North funding from the initial allocation to the Integrated and Smart Travel work-stream, in the 2016/17 capital programme.

8. Background Documents

- 8.1. Transport for the North Spring Report 2016
- 8.2. Transport for the North draft business plan 2016/17.

Summary of STB / LTA / PTE Concurrent Powers

To facilitate the development and implementation of its Transport Strategy, TfN would likely require the ability to exercise concurrently powers of the Combined Authorities, Local Transport Authorities or PTEs that would enable it to be a real vehicle for transport devolution rather than an advisory body. These are:

- The power to promote the economic, social and environmental well-being in TfN's area.
- The power to promote or oppose local or personal Bills in parliament or apply for TWA Orders.
- The power to make a pan-northern smart ticketing scheme.
- The power to carry passengers by railway throughout the North and from the North to other places in Great Britain.
- The right to be consulted on invitations to tender for rail franchise agreements affecting the North and the power to enter into agreements with the Secretary of State or franchise operators in connection with such franchises.
- The power to make capital grants to persons for the provision or improvement of facilities for public passenger transport.
- Powers to construct highways, reflecting TfN's position in relation to rail. It is not proposed that TfN would become a Highway Authority with responsibility for matters other than enhancement of the Strategic Road Network.

Originator: Tom Gifford,
Business Case Manager, WYCA
Transport Policy and Strategy



ITEM 8

Report to: Transport Committee

Date: 1 July 2016

Subject: Buses Bill

1. Purpose

1.1. To provide an update on the Bus Services Bill.

2. Information

2.1. Bus is a fundamental and significant component of a modern, integrated transport network. Every week over 3 million journeys are made on bus services, making them the most highly used form of public transport in West Yorkshire. Buses take people to work, school, college and university, to hospital, to shops and to a range of social and leisure activities across West Yorkshire. In addition to the economic benefits, the bus is an effective tool of social policy. Vulnerable and socially disadvantaged groups in society are often the most reliant on bus networks. Bus services are fundamental to providing the jobless with access to work; young people to education and training; and providing a way out of social isolation for older and disabled people.

2.2. However over the past decades, bus patronage has declined across West Yorkshire and in other large Metropolitan areas. This decline has occurred against a background of economic growth, population growth, significant rail patronage growth and increasing congestion for cars.

2.3. Bus services in West Yorkshire are provided in the de-regulated environment set by the 1985 Transport Act and subsequent legislation. The 1985 Transport Act sets a legislative framework in which bus operators, who hold the necessary operating licences, are able to register services with the Traffic Commissioner and set routes, fares tickets and type of vehicle to be used. Operators are required to give 56 day notice of their intention to operate, change or withdraw a service and there is limited scope for Local Transport Authorities to specify how these services are run.

The existing legislative options including the Quality Contract Scheme process are seen to be inadequate for many parts of the country.

2.4. The Government recognises the issues with the current deregulated bus market and has introduced the Bus Services Bill, designed to provide Local Authorities and Bus Operators with the legislative tools they need to improve local bus services. The Bill received its first reading in the House of Lords on 19th May 2016 followed by a further readings and Lords committee stages during June/July. Royal Assent is planned for early 2017.

2.5. The proposals within the Bill aim to encourage more people to travel by bus by:

- Introducing a simpler route to the franchising of bus networks for Mayoral Combined Authorities (and to other Authorities at the discretion of the Secretary of State for Transport). This will allow bus services in those areas to be provided in the same way that buses are provided in London with the public sector specifying services and the private sector competing for the contracts to provide those services.
- Improving the arrangements in those areas which remain deregulated through providing for more comprehensive partnership agreements between local transport authorities and bus operators.
- Providing for more and better 'open data' in the bus sector. Enabling data regarding bus services to be available to all, facilitating improved and integrated passenger information services

2.6. The overall aims of the Bus Services Bill, including all of the powers proposed are welcomed and will provide WYCA with a broader range of legislative options for consideration in the delivery of the Bus Strategy.

2.7. All of these new legislative proposals will be available to WYCA and in principle many of the processes set out in the 88 page Bill look to be proportionate and workable, although there are a number of issues which need to be resolved. Key issues include:

- This will be the third attempt since 2000 (following the 2000 Transport Act and 2008 Local Transport Act) to introduce legislation on buses that is fit for purpose and it is vitally important that the detail is workable this time.
- As with all legislation 'the devil will be in the detail'. At present only the draft primary legislation has been published. Much of the detail in terms of how the Bill will work in practice will be within the secondary legislation and guidance, which is not yet available.
- The ability to access franchising powers would be much simpler if there were a devolution deal for the region. Without a devolution deal in place, if WYCA

decided to implement franchising, this would require Secretary of State approval. The criteria for this Secretary of State approval is yet to be clarified.

- The Bill provides the framework for each Local Transport Authority to determine which of the tools in the legislation is most appropriate for them. However, it is equally important that all the proposals are usable, as without a workable route to franchising the leverage for all transport authorities is reduced, including for those who want to pursue the partnership route.
- The proposed partnership arrangements within the primary legislation are much more complicated than the legislative provisions for franchising within the Bill.
- The new 'Enhanced Partnerships' approach is an attempt to build on the partnerships already being pursued by some Local Transport Authorities and would allow the Local Transport Authority and the incumbent operators to jointly manage/control the existing bus market, with the intention of achieving better overall outcomes for passengers. Enhanced Partnership is still a largely voluntarily arrangement and the incumbent bus operators would have a defacto veto (the voting arrangements are to be clarified in guidance), but once agreed upon it takes statutory form.
- The intent to open up data on bus services is long overdue and welcome. However, much of the detail of how the open data provisions will work in practice is yet to be made available. Whilst the data would be available to all, to be effective it would need to be at a consistent standard and should include all operators' services).

2.8. WYCA input to the Bus Services Bill is coordinated through Urban Transport Group (UTG).

2.9. MPs from across Leeds City Region have been invited to support and comment on the legislation by the Chair of the LEP and Chair of the Transport Committee.

2.10. Further information on the Bill is provided in the Department for Transport briefing note which is appended to this report.

2.11. A verbal update regarding the Bill's progression will be provided at the meeting.

3. Financial implications

3.1. None as a result of this report.

4. Legal Implications

4.1. None as a result of this report.

5. Staffing Implications

5.1. None as a result of this report.

6. Consultees

6.1. John Henkel (Director Passenger Services) has provided advice in the preparation of this report.

7. Recommendations

7.1. That the Bus Services Bill is welcomed.

7.2. That the Committee endorse the desirability of all Local Transport Authorities being able to use the measures set out in the Bill to improve local bus services.

8. Background Documents

Appendix 1: One Page Summary

Appendix 2: DfT Buses Bill Summary Document

Bus Services Bill Summary

<u>Current</u>	<u>Proposed Changes in England</u>	<u>Passenger Benefits</u>
Commercial provision of services – limited local authority input		
<ul style="list-style-type: none"> • Bus operators decide the routes, fares and vehicles to provide. • Local authority can specify additional services not provided by operators commercially 	<ul style="list-style-type: none"> • Regulations can be made to require open data on fares, timetables and real-time information. 	<ul style="list-style-type: none"> • No changes to the operating model in areas where the local authority considers the bus market is effective and there is good passenger satisfaction. • Bus passengers across the country could get the same kind of information as those in London or rail passengers.
Partnerships – bus operators and local authorities work together to improve services		
Voluntary partnerships <ul style="list-style-type: none"> • Local authority and bus operators agree on a package of measures to improve bus services. • Not legally enforceable 	<ul style="list-style-type: none"> • Voluntary partnerships can remain unchanged if both parties wish. 	<ul style="list-style-type: none"> • No changes to the operating model in areas where the local authority considers the bus market is effective and there is good passenger satisfaction.
Quality Partnership Scheme <ul style="list-style-type: none"> • Formal agreements made by local authority and bus operators • Local authority provides infrastructure and can enforce service standards • Only compliant operators can use the new facilities. 	New Advanced Quality Partnership Schemes <ul style="list-style-type: none"> • Remove the requirement to always provide infrastructure • Introduce new categories of service standards e.g. Requirements on information provision and marketing of joint products. 	<ul style="list-style-type: none"> • Better marketing and promotion of bus services • Joined up ticketing and smart card products make it easier for passengers to travel. • Faster journeys from quicker boarding.
	New Enhanced Partnerships <ul style="list-style-type: none"> • Enhanced Partnership plan – sets out how services should be improved. • Decisions on general standards must be agreed by a qualified majority of operators. • All operators in an EP area must comply. 	
Local authority takes responsibility for bus services in its area		
Quality Contract Scheme (QCS) <ul style="list-style-type: none"> • Five part public interest test has to be met. • Consultation and respond to the recommendations of an independent Board. • Quality Contract Scheme can last maximum 10yrs. • Has never been implemented in practice. 	<ul style="list-style-type: none"> • QCS legislation no longer applies in England. 	Local authority can control: <ul style="list-style-type: none"> • Services provided – could increase coverage. • Fares – could offer simplified tickets that can be used across operators and transport modes. • Service quality • Branding and marketing. • Buses uses – could set air quality requirements
	New Franchising Powers <ul style="list-style-type: none"> • Mayoral Combined authorities - automatic access to powers. • Develop a business case. • Open and transparent consultation. • There is no maximum time limit for a franchising model. • Other local authorities could in future access franchising powers if regulations made and SoS gives consent. 	

Bus Services Bill Ministers are Andrew Jones MP and Lord Ahmad.
Parliamentary Under Secretaries of State, Department for Transport

The Bus Services Bill Team can be contacted at: Busworkshops2015@dft.gsi.gov.uk
The Bus Services Bill Manager is Stephanie Oxendale



The Bus Services Bill: An Overview

This document summarises the main measures in the Bus Services Bill and explains how they are intended to work in practice.

The Government wants to:



Grow bus passenger numbers



Enable a thriving and innovative commercial bus sector



Tackle air quality hot spots



Help cities and regions unlock opportunity and grow their economy



Improve bus services for passengers

The Bill helps achieve this by:



Strengthening arrangements for partnership working in the sector, by introducing 'Enhanced Partnerships'



Introducing new franchising powers with decisions at a local level



Providing for a step change in the information available to bus passengers

The Bill will not:

✗ Impose particular solutions

✗ Affect bus services operating wholly within Scotland, Wales, Northern Ireland or London

Delivering for passengers

Buses support our economy and connect our communities to the workplace, as well as to vital public services such as healthcare and education. They help to reduce congestion in our urban areas, with cleaner bus technologies also contributing significantly to improving air quality.

England's most used form of public transport

Buses are England's most used form of public transport accounting for over 60% of all public transport trips¹, and with over 4.65 billion passenger journeys completed in 2014/15².

Since 2004/05, bus use in England outside London has increased by 2%³. But the picture is mixed. In our metropolitan areas bus use has declined by 7% since 2004/05⁴, whereas in non-metropolitan areas it has increased by 9%⁵. There is a wide disparity in the performance of local bus services across England, with areas such as Brighton and Hove and Nottingham having the highest number of bus journeys per head, more than three times the England outside London average of 50 journeys⁶.

Bus use has grown dramatically in London, rising by 31% since 2004/05⁷. There are many characteristics which set London apart from other areas across the country, such as population density and growth, and policy choices such as the congestion charge. London, however, has demonstrated that where bus networks are extensive, services frequent, and passengers have easy access to information about fares and services, bus patronage can increase.

This suggests that there is scope for improvement in the current legislative framework. This view was reinforced by discussion with local authority and bus industry representatives at a series of 'Bus Reform Workshops' held in autumn 2015⁸.

Passenger satisfaction levels are at 86%⁹ but passengers still identify room for improvement¹⁰.



Better value for money from bus journeys



More buses arriving on time at your bus stop

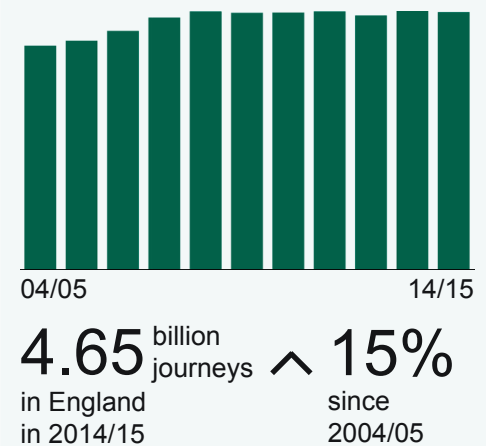


More journeys on buses running on time

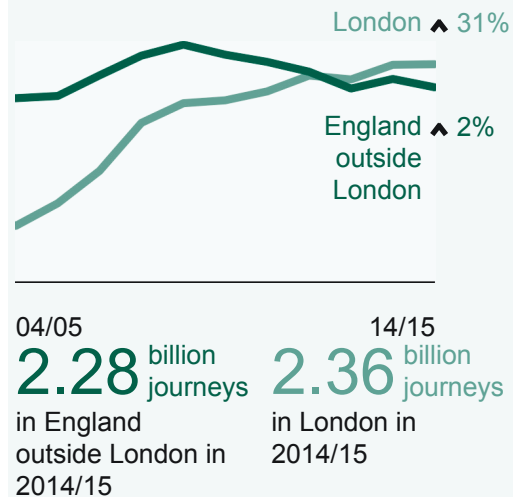


Buses running more often than they do now

Bus use in England



Over half of bus use in London



Top local authorities for bus use

England outside London, journeys per head

Brighton and Hove	158
Nottingham	153
Reading	119
Tyne and Wear	107
West Midlands	98

50 bus journeys per head average for England outside London in 2014/15

The benefits of better bus services

Better bus services can prove the key to unlocking economic growth, and we know that there is significant untapped growth potential in our cities, regions and rural areas. Buses also help battle congestion, helping to keep our city and town centres accessible for all. Community transport also provides crucial services that both encourage growth and reduce isolation by linking individuals and communities to existing transport networks, work, education, shops and services.



Employment and economic benefits

- ▶ 52% of all public transport commuting trips by non-London residents are made by bus¹¹. Better transport provides opportunity and increases productivity. Local employers rely on bus links to provide them with a flow of qualified employees.
- ▶ Bus networks in England's six metropolitan areas are estimated to generate £2.5 billion of economic benefits per year, £1.3 billion of them through access to work, training, shopping and leisure opportunities¹².



Air quality and reduced congestion

- ▶ Buses also help battle congestion in our city and town centres, helping to keep them accessible for all - without buses congestion in city centres would be 21% higher at peak times, causing more congestion and millions of pounds of lost productive or leisure time¹³.
- ▶ Buses can also be part of the solution to our air quality problems. Low emission buses – such as electric or bio-methane vehicles – offer significant carbon dioxide savings and improved air quality.



Accessibility

- ▶ Where commercial bus services are not viable, the community transport sector can offer services that address local needs and increase patronage. The sector is well placed to serve more isolated communities, with approximately 8 million passenger trips taking place in rural areas¹⁴.

Innovation already leading to success

A great deal has already been achieved through innovation and joint working between Government and the bus industry¹⁵. The de-regulated bus market works well across much of England – but there is room to improve.



Passenger satisfaction levels at 86%



Almost 90% of buses accessible



Promoting low emission buses on our roads



Doubling of the number of buses with CCTV



Smart ticketing on 9 out of 10 buses

What does the Bill do?

We want to unlock the significant potential that exists for the bus industry to achieve more for passengers than it does today. Central Government's role is to provide local authorities and bus operators with the tools they need to improve local bus services and get more people on to buses. So the Bill will expand the range of tools available by introducing new powers and improving the approaches that are currently available.

Partnership

Existing Quality Partnerships will be made more attractive by removing the requirement that the scheme involve the provision of specific facilities such as infrastructure.

New Enhanced Partnership powers will enable local authorities to work with bus operators to set a vision for bus services in their area and a plan to help achieve those improvements.



The enhanced partnership scheme made by the local authority can set standards for local bus services – including vehicle specifications, branding, ticketing and service frequencies.



Ticketing requirements will apply to all scheme operators, and may include smart ticketing, discounts (such as child fares) and marketing requirements.



The local authority and operators will produce the scheme in partnership. The authority can only adopt the scheme if they have sufficient support from operators.



The local authority will be able to take on responsibility for bus registration from the Traffic Commissioners – enabling them to manage and enforce the new standards.

Franchising

New franchising powers will replace the existing Quality Contract Scheme powers. The new franchising powers will allow local authorities to take control of their local bus services, like the Mayor of London and Transport for London (TfL).



New powers

Combined authorities with directly elected Mayors will be given powers to franchise local bus services in their area.



New responsibilities

The Mayor will have responsibility for determining which bus services should be provided.



Operators

Operators will then bid for the right to operate those services or apply for a permit to operate a service in addition to those specified by the authority.

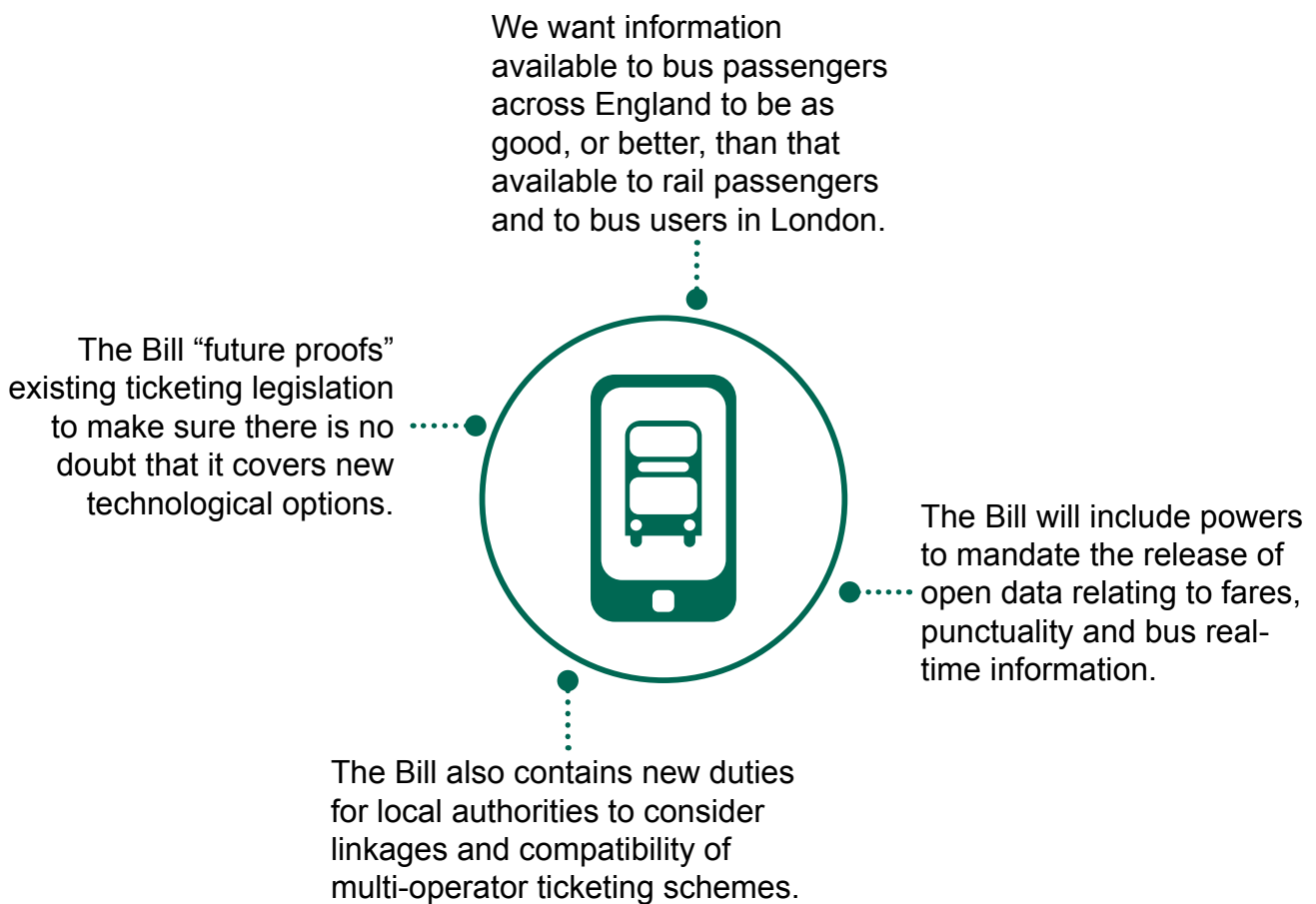


Transparency

The final decision to move to a franchised network will need to be taken in a transparent and democratic way by the Mayor.

Open data and ticketing

These new powers will make it easier for passengers to use buses and to access timetables, fares, routes, the location of services and the arrival time of services. By integrating this new approach with bus registration we will strip out duplication and streamline processes.



Other improvements

The Bill implements a competition recommendation in relation to the bus registration process to give local authorities powers to:

- get information about passenger numbers and the revenue of a service that an operator intends to cancel or has cancelled.
- give this information to potential bidders if the authority decides to support the service that has been cancelled. This will make sure there is a level playing field for bidders and help local authorities take better decisions on whether or not to support services.

The Bill also exempts rail replacement bus services procured by train operating companies from bus service registration requirements, recognising that these services are often provided at short notice, and for limited periods of time.

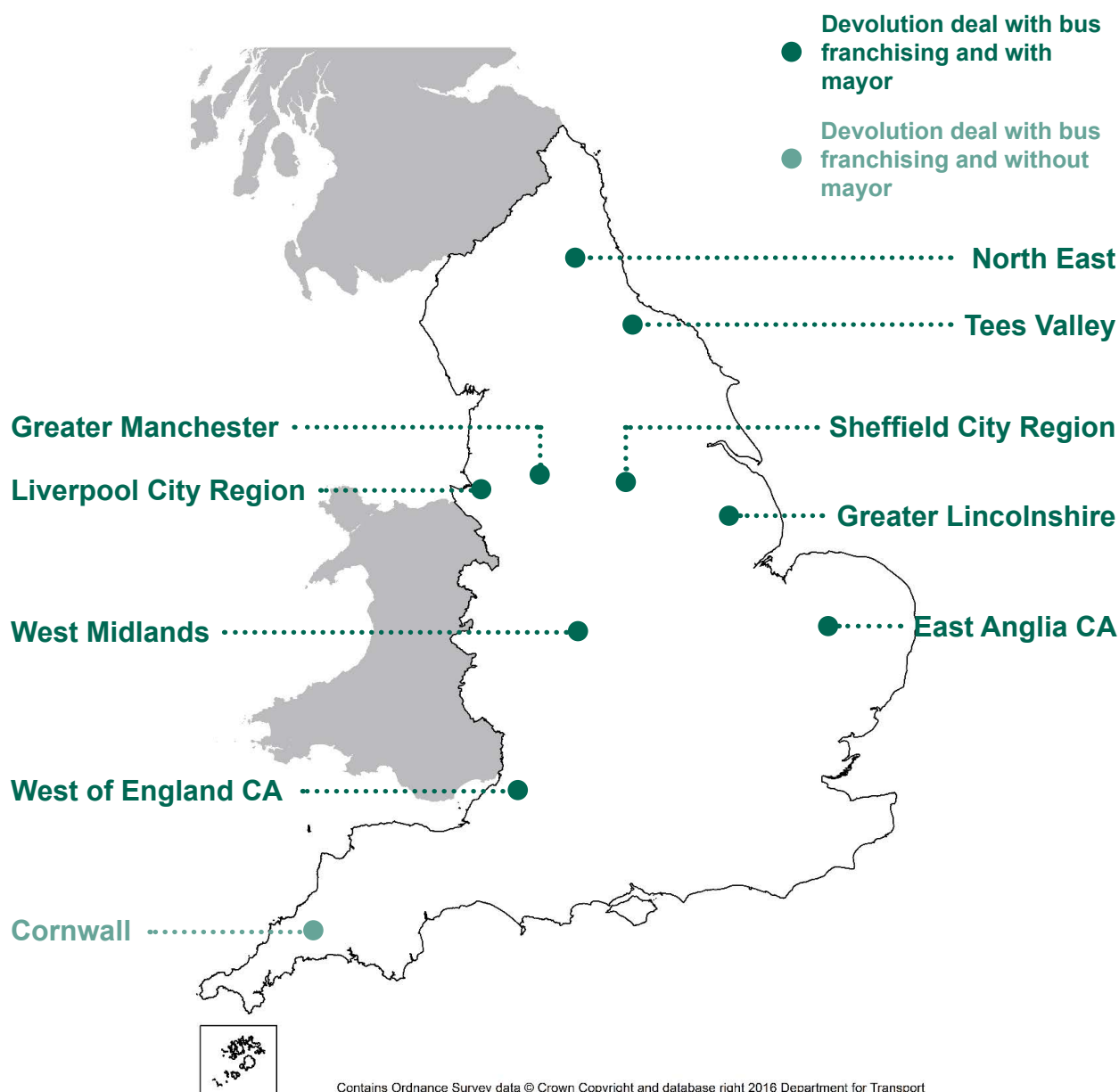
How will the Bill support devolution?

Devolution deals – signed with local authorities across the country – allow for local decisions to be taken to drive growth, investment and improve services for local people. Each deal is different but all devolve far-reaching powers over economic development, transport and social care. Several deals include new bus franchising or partnership powers – which are included in the Bill.

The Bill enables devolution. Mayors and local authorities will be free to determine the best way of improving bus services for local people.

Bus franchising and devolution

It is now for these local areas to determine which approach they wish to take to improve their bus services.



What will the Bill do for passengers?

We have worked closely with stakeholders to understand the expectations of bus passengers, bus operators and Local Government to develop this Bill. Together we have identified opportunities for buses to play a much greater role in the life of communities across England, helping people get around and helping them get on.

The Bill provides a new legislative framework for bus operators, elected Mayors and local authorities to make these opportunities a reality. Used well, these powers will lead to better journeys, better places and better value for taxpayers and passengers.

Using the Bill's powers to deliver for bus passengers

Better bus services can prove the key to unlocking economic growth, and we know that there is significant untapped growth potential in our cities, regions and rural areas. The policies set out in the Bill are designed to make bus services more attractive and benefit passengers, helping to improve patronage. The powers in the Bill could be used to achieve all of the outcomes listed below:



Better journeys

- ▶ New buses – potentially with WiFi and USB sockets.
- ▶ Better bus networks – serving more or different locations, operating at night or weekends.
- ▶ Faster journeys.
- ▶ Easier, contactless payment.
- ▶ More tickets that work across operators and modes.
- ▶ A step change in information – know when your bus will arrive and how much it will cost.
- ▶ Services that are more accessible for passengers with disabilities.



Better places

- ▶ New and better links to job opportunities.
- ▶ Increased productivity.
- ▶ Fewer car journeys in congested town centres.
- ▶ Fewer isolated communities.
- ▶ Low emission buses – improving air quality.
- ▶ Thriving community transport services.



Better value

- ▶ New and different types of discounts, for apprentices, job seekers and other groups.
- ▶ Better competition between operators.
- ▶ Fares that are easier to compare.
- ▶ Services provided by commercial operators who remain free to innovate.
- ▶ More joined-up services – buying regular bus services, schools services and health transport together.

The proposals in the Bill can help deliver many of these outcomes, providing passengers with better journeys, better value and better places to live.

Enhanced Partnerships



Enhanced Partnerships can help achieve better journeys by:

- ▶ Enabling bus operators and authorities to work jointly to innovate and respond quickly to passenger demand.
- ▶ Setting the types of payment that must be accepted, allowing for easier contactless payment
- ▶ Requiring certain information to be given to passengers.



Enhanced Partnerships can help achieve better places by:

- ▶ Identifying the optimal bus services needed in an area.
- ▶ Setting standards for buses in the area – including for emissions and accessibility.



Enhanced Partnerships can help achieve better value by:

- ▶ Enabling common ticket rules and fare zones to be set up across all services and operators in the area, including discounts for apprentices or other passengers as required.
- ▶ Allowing the price of multi-operator tickets to be set so that they can be used on different operators' services and modes of transport.

Franchising



Franchising can help achieve better journeys by:

- ▶ Giving Local Government the power to decide:
 - what buses services run where and when.
 - the types of ticket available including discounts for apprentices or other passengers as required.
- what types of payment must be accepted including smart and contactless.
- what information is available to passengers.
- whether additional accessibility features are needed in their area – such as talking buses.



Franchising can help achieve better places by:

- ▶ Putting responsibility for key local roads, and deciding which bus services run, in one place.
- ▶ Giving Local Government the power to decide what sorts of buses must be used – including their emissions standards or technologies.



Franchising can help achieve better value by:

- ▶ Local Government – accountable to local people – setting all fares.
- ▶ Giving Local Government the central funding for bus services that is currently provided directly to operators.
- ▶ Taking a more strategic view of what services are needed and where and focusing services where they are most needed – rather than where the best commercial opportunity may be.
- ▶ Creating effective competition to run bus services in areas where there is little on-road competition today.
- ▶ Allowing commercial bidders for franchises to innovate.
- ▶ Local Government joining up their planning of local transport services across modes and types of provision (including school and health transport).

Open data and ticketing



Open data and ticketing provisions can help achieve better journeys by:

- ▶ Making it easier for passengers to pay for travel across their local area.
- ▶ Providing passengers with better information about the services in their areas to allow more accurate door-to-door journey planning.



Open data and ticketing provisions can help achieve better places by:

- ▶ Ensuring that anybody developing new ticketing arrangements considers the linkages with other schemes that exist or are being prepared nearby.



Open data and ticketing provisions can help achieve better value by:

- ▶ Providing passengers with more information about fares so they can make more informed travel choices.



How will the Bill improve existing types of bus partnerships?

Many successful partnerships operate on a voluntary basis. Others have used the current powers to set up a “Quality Partnership Scheme” where local transport authorities invest in bus-related facilities (such as priority lanes, new bus stops or bus stations) and local bus operators improve the quality of their services in return, often providing new buses. Operators who do not participate cannot use the facilities provided by the authority.

Improving existing partnership approaches

The Bill:

- ▶ Creates new ‘Advanced Quality Partnerships’ which can be based on “measures” taken by the local authority – such as parking or traffic management policies – as well as, or instead of, facilities provided by the authority, such as bus lanes.
- ▶ Broadens the requirements that can be placed on operators under an Advanced Quality Partnership to include the marketing of the services themselves and of the tickets and fares available to passengers.

Examples of what can be achieved through partnership working



Passenger numbers increased by 13% in the first year after “**The Star - a new brand of buses**” - was launched between Portsmouth and Waterlooville. The 26 new buses all have a unique livery, depicting a historic Royal Naval vessel. The partnership involves First and two local authorities.



The **Oxford Bus Strategy** led to Stagecoach, Oxford Bus Company and Thames Travel jointly introducing a SmartZone smartcard allowing passengers to travel on any local bus in the Oxford area.

What is Enhanced Partnership and how will it work?

The success of any bus partnership arrangements depends on good working relationships between the local authority and bus operators. There needs to be consensus on what needs to be done and a degree of trust that everyone will deliver “their part of the bargain”. No legislation can achieve this on its own. But it can set a legal framework which gives authorities and operators the best possible opportunity to do so. The Bill will create Enhanced Partnerships and Advanced Quality Partnerships.

Enhanced Partnership

The Bill will create a new type of partnership, called an ‘Enhanced Partnership’. The core principles are that:



- ▶ The bus market in the partnership area remains commercial.
- ▶ The partnership proposals can cover any geographical area within the boundaries of the relevant local transport authority (or authorities).
- ▶ The partnership proposals must receive majority support from the bus operators who would be affected by the proposals. If they do not, then the proposals cannot be taken forward.
- ▶ The local transport authority will need to work closely with bus operators. The authority will have the legal responsibility for the proposals – but we will expect arrangements to be developed jointly between authorities and operators. Otherwise it is unlikely that the authority will achieve the majority support from operators required.
- ▶ The partnership proposals can set standards that some or all local bus services must meet. These can include the timing or frequency of services, vehicle standards and ticketing products to be accepted.
- ▶ The partnership proposals cannot dictate the price of bus operators’ own tickets or compel them to run services that they do not wish to operate.

Enhanced Partnership plan and scheme

At the core of the enhanced partnership process is the collaborative development of an Enhanced Partnership plan and scheme.

Enhanced Partnership plan



Analyse performance of the local bus market.



Sets bus improvements objectives.



Sets the geographical area or areas of application.



Explains how long the proposals will last.

Enhanced Partnership scheme



Sets out the detailed actions to be taken by the authority and bus operators.



Sets out the route requirements for services in the area, potentially including:



Sets out the operational requirements for services in area, potentially including:

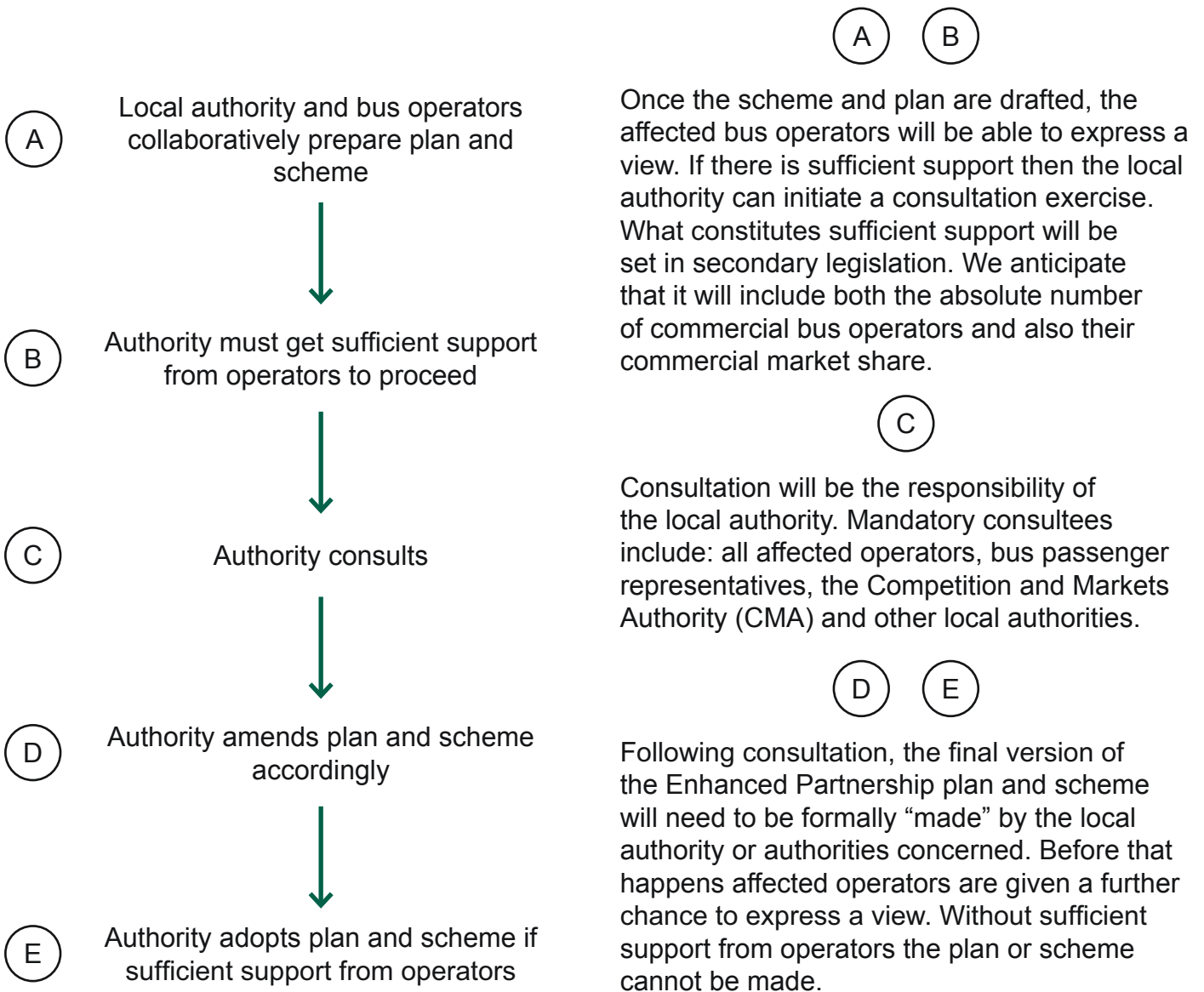
- Frequency of services
- Timetables

- Vehicle specifications
- Branding
- Payment methods
- Ticketing structure
- Real-time information requirements

- ▶ An Enhanced Partnership can cover all, or parts of, the area of a local transport authority. More than one local transport authority can be involved.
- ▶ The Bill requires all commercial operators of local bus services who might be affected by the Enhanced Partnership to be invited to participate and kept informed of progress.
- ▶ How the plan and scheme are developed in practice is decided locally. Some areas might choose to set up working groups between local government and operators – perhaps including an independent or passenger voice.
- ▶ The local authority will have powers to request information from bus operators to assist in developing the plan and scheme and for monitoring and reviewing them once implemented.
- ▶ The scheme can include whatever combination of actions the authority considers appropriate, having involved affected bus operators in its development. One scheme could include only ticketing standards, another branding and vehicle requirements, a third a much wider set of actions.
- ▶ The scheme can set the price of multi-operator tickets, require particular payment methods to be accepted, require tickets to be promoted, accepted or sold in a particular way and set common rules for all tickets sold in the area – such as standard fare zones, validity periods for season tickets and eligibility for concessions. It cannot set the price of single operator tickets.

Enhanced Partnership process

The way in which Enhanced Partnership proposals will be developed and implemented is summarised in the flow chart below:



Bus Registration in Enhanced Partnerships



The Bill provides for bus registration powers to transfer from the Traffic Commissioner to the lead local authority for the Enhanced Partnership. All decisions and responsibility will rest with the local authority not the Traffic Commissioner. Where the scheme includes route requirements the lead local authority must take on the registration function. Where the scheme only includes operation requirements, the authority may choose to take on the powers. Responsibility for bus registration would transfer for the entirety of the area affected by the scheme or not at all.

Route requirements will be enforced through acceptance or rejection of registrations. Operation requirements will be attached to registrations. A registration could be refused or cancelled if route or operation requirements are not met. Operators will have the right to appeal a decision to the Traffic Commissioner (if a local authority has taken the decision) or to the Upper Tribunal (if a Traffic Commissioner has taken the decision).

What is bus franchising and how will it work?

Franchising is based on the model for providing bus services in London – which are procured by Transport for London. The authority determines and specifies the bus services to be provided in an area, and bus operators bid to provide the services. It is also similar to rail, where national or local government specify most services and commercial operators run them.

Bus franchising

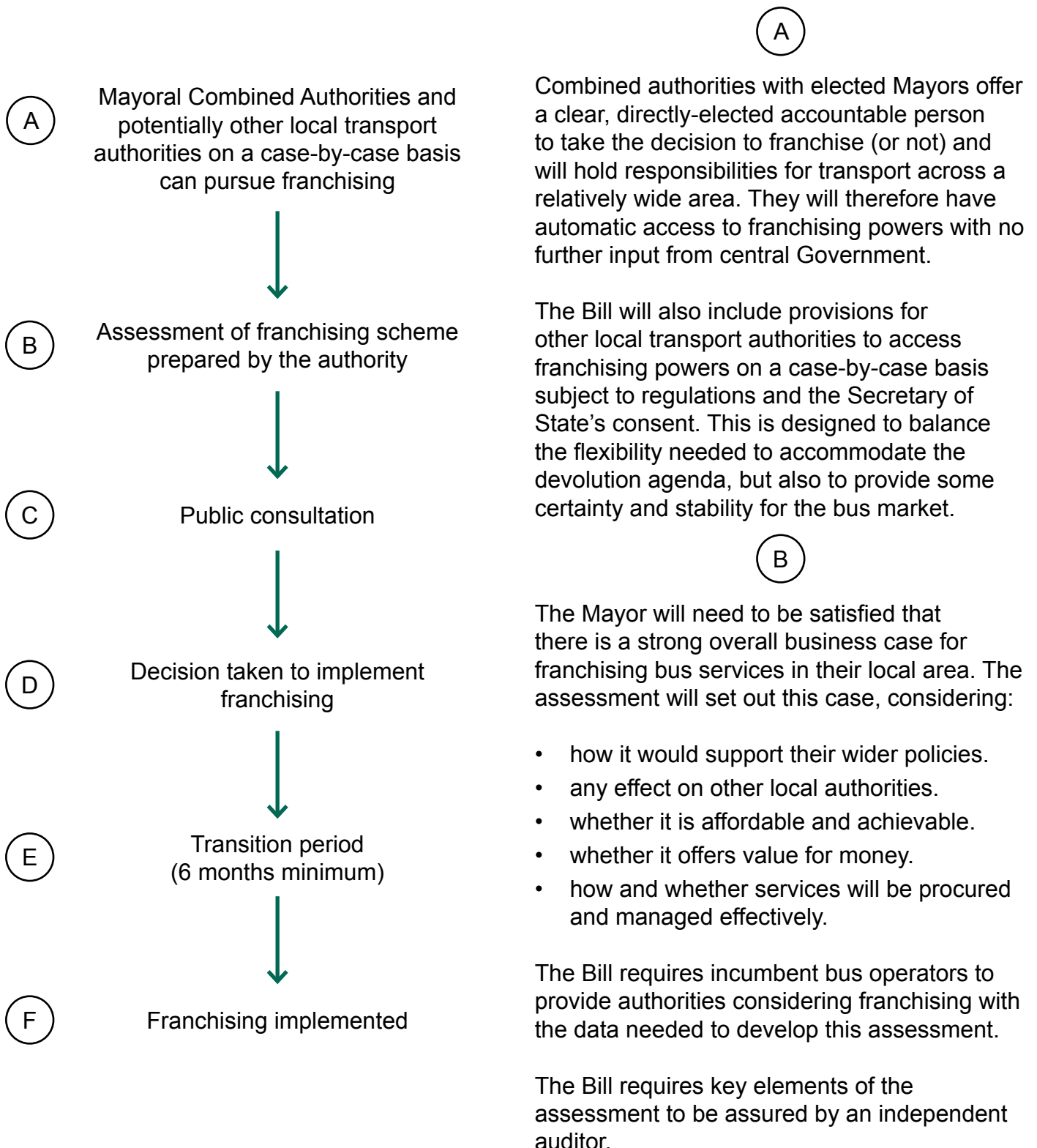


The core principles of our bus franchising policy are that:

- ▶ Franchising powers should only be available to authorities, other than Mayoral Combined Authorities, where the capability and track-record of the authority concerned is sufficiently strong and where there is an appropriate economic geography.
- ▶ A local decision needs to be taken as to whether or not to use the franchising powers, with clear accountability at the local level.
- ▶ Local decisions to implement franchising should not be second-guessed by central government or an independent body.
- ▶ Local decisions to move to franchising need to be based on robust evidence and analysis, with the needs of passengers, including those who travel into and out of franchising areas, firmly in mind.
- ▶ Franchising will give the local authority the ability to take control of, and responsibility for, the local bus services in the area.
- ▶ Bus services should continue to be provided by commercial operators, not local authorities. Local authorities will, in future, not be able to set up new municipal bus companies.
- ▶ Plans to implement franchising must take account of the needs of small and medium sized operators.
- ▶ Non-commercial community transport operators will not be affected by franchising.

Bus franchising process

The way in which franchising proposals will be developed and implemented is summarised in the flow chart below:



C

The consultation document should set out the area franchising will apply to, the services included and how the procurement process will operate (including consideration of how to ensure small and medium sized operators can participate). Franchising authorities will be required to consider impacts on neighbouring areas. Mandatory consultees include operators who may be affected, passenger representatives and other local authorities.

D

A decision will be taken in the round, and authorities may take their own judgements as to the weight to be applied to each of the elements of their assessment. There is no requirement to “pass” all of the aspects of the assessment.

E

Once the decision to franchise has been taken, the Bill will enable authorities to double the notice period that must be given before operators can cancel or amend bus services. This is to help deliver stable services for passengers

F

The Bill provides that the Transfer of Undertakings Protection of Employment Regulations (TUPE) will apply where franchising is implemented. Staff transferred under TUPE will be offered a “broadly comparable” pension scheme.

Also, to give incumbent operators and any new entrants time to adapt and plan for the change, the Bill requires at least a six month transition period between the tender results for the new franchise being announced and its implementation in practice.

Service permits



The Bill will allow commercial services which are not part of a franchise to operate in a franchising area if they are “permitted” to do so by the franchising authority. Service permits should be granted if the proposed service would benefit passengers and not adversely affect franchised services.

This will apply particularly to cross-boundary services, where a service has its origin or destination outside of the franchised area. Permits could also be used to enable ‘open access’ – allowing commercial operators to fill any gaps that exist in the franchised network.

Authorities will be able to attach certain conditions to the issuing of a permit, such as ticket types that must be accepted. The Bill requires the franchising authority to set out the conditions that they intend to attach in certain circumstances. Operators will be able to appeal to a Traffic Commissioner against a decision not to grant them a service permit.

How will the Bill improve information for passengers?

Information about local bus services varies hugely across England. At its best – such as in London – passengers have real-time information, accurate fares and timetables at their fingertips. But this is not the case everywhere. Research by Transport Focus found that passengers want more centralised information about bus times, routes and fares.

Open data

The Bill includes powers to make regulations regarding the release of open data on routes, timetables, punctuality and fares, including its format. All operators of local bus services will be required to release the requested information. In franchising areas the responsibility will lie with the franchising authority.

We intend to phase in these requirements, with registration data being required in 2017, and fares and punctuality data being added in stages by 2020. This transitional approach should make the process of releasing data easier for operators to manage.

Situation now

National dataset for route and timetable information held by Traveline – much data taken from paper-based system, not always accurate.

Fares information hard to find in advance – no national dataset for bus fares.

9 out of 10 buses have equipment fitted to generate real-time data – but data not available to passengers¹⁶.

Future opportunity

Open data means new opportunities for tech companies and app developers.

Accurate door-to-door journey planning across England.

Managed “assisted digital” service for smaller operators.

Recent successes

The Arriva Bus App was the first fully national real-time bus app and, since its launch in June 2014, has had 750,000 downloads. The app has a full trip planner and provides access to timetables, fares and real-time information for every individual bus route operated by Arriva.

The real-time data is freely available to local authorities and other stakeholders.



How will the Bill make paying for travel easier?

Buses outside London have equipment to accept smart tickets, and major operators have committed to all buses accepting contactless payment by 2022. But the vast majority of bus fares are still paid in cash – and some operators still require the right change.

Making bus services easier to use

Improving these arrangements won't just make payment easier for passengers, it can also:

- make journeys across modes easier – by increasing the take up of multi-modal tickets.
- speed up bus journey times. It takes much longer for passengers paying by cash, rather than contactless, to get on a bus.

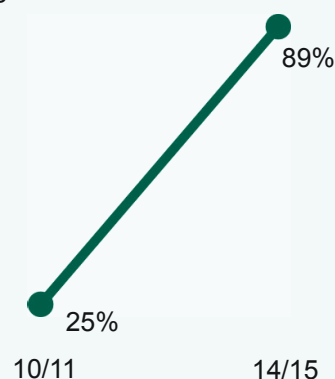
The Bill gives local authorities a range of new tools to make buying a ticket and paying for bus services easier for passengers. All of the new proposals, including the new partnership and franchising proposals, will help contribute to this.

The Bill also updates existing powers to establish multi-operator and multi-modal ticketing schemes so that it is clear they can also specify the technology to be accepted. And it ensures that anybody developing new ticketing arrangements thinks about what other schemes exist or are being prepared nearby.

The table below summarises what can and cannot be done under the new powers.

Smart ticketing enabled buses

Percentage of buses fitted in England outside London

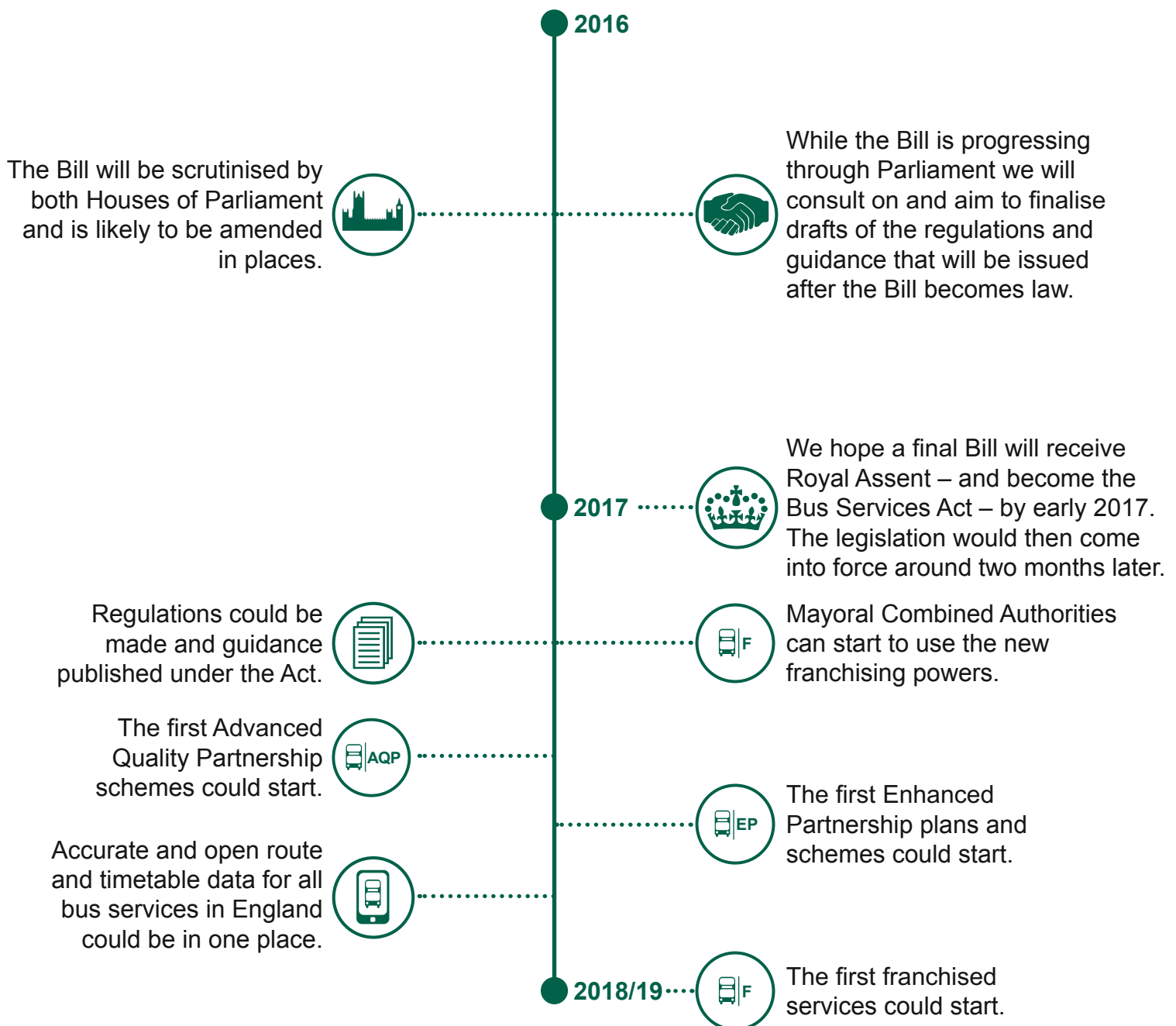


Can a requirement be put on bus operators to:	Ticketing schemes	Advanced Quality Partnership	Enhanced Partnership	Franchising
Sell and accept a multi-operator or multi-modal ticket (including in a specific format, such as on a smart card)?	✓	✓	✓	✓
Market particular tickets in a certain way (including promoting multi-operator tickets not just their own tickets)?	✗	✓	✓	✓
Set all their tickets and fares on a standard set of "zones" that apply to all operators?	✗	✗	✓	✓
Follow common ticket rules for their own tickets (such as a standard length of "period" tickets or age to qualify for a youth concession if offered)?	✗	✗	✓	✓
Sell or accept any type of ticket on a particular technology (such as a smart card)?	✗	✓	✓	✓
Charge a set price for a multi-operator ticket?	✗	✗	✓	✓
Charge a set price for their own, single-operator tickets?	✗	✗	✗	✓

What happens next?

We would encourage local authorities and bus operators to start thinking now about whether and how they could use any of the new powers in the Bill – assuming that they become law following scrutiny by Parliament – to improve bus services for passengers, support their local economy and grow the overall bus market.

The timeline below sets out our best view of what is likely to happen over the next two years.



Sources and acknowledgements

Sources

1. In 2014, in England, the average number of local bus trips was 59 and the average number of public transport trips was 94. This made local bus trips 63% of all public transport trips. National Travel Survey, Department for Transport, September 2015, Table NTS0303.
2. In 2014/15, the number of local bus passenger journeys made in England was 4.65 billion. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103.
3. In 2004/05, the number of local bus passenger journeys made in England outside London was 2.25 billion and in 2014/15 was 2.28 billion, an increase of 1.7%. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103.
4. In 2004/05, the number of local bus passenger journeys made in metropolitan areas was 1.07 billion and in 2014/15 was 1.00 billion, a decrease of 6.7%. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103.
5. In 2004/05, the number of local bus passenger journeys made in non-metropolitan areas was 1.18 billion and in 2014/15 was 1.29 billion, an increase of 9.3%. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103.
6. In 2014/15, there were 158 local bus passenger journeys per head in Brighton and Hove and 153 local bus passenger journeys per head in Nottingham. The average for England outside London was 50 local bus passenger journeys. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103 and Table BUS0110.
7. In 2004/05, the number of local bus passenger journeys made in London was 1.80 billion and in 2014/15 was 2.36 billion, an increase of 31.1%. Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0103.
8. Bus reform workshops took place in five locations across England in September and October 2015.
9. The Bus Passenger Survey was conducted in 24 authority areas in England. Overall 86% of passengers were satisfied with their service. Bus Passenger Survey Autumn 2015, Transport Focus, March 2016, page 3.
10. Transport Focus conducted research into top priorities for improvements for bus users. Bus passengers have their say, Transport Focus, March 2016, page 23.
11. Based on statistics from National Travel Survey.
12. The Case for the Urban Bus, Urban Transport Group, February 2013, page 1.
13. The Case for the Urban Bus, Urban Transport Group, February 2013, page 28.
14. The CTA State of the Sector Report for England, Community Transport Association UK, 2012, page 4.
15. Innovation already leading to success: (a) Source given in footnote 9 (b) Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0603 (d) Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0604 (e) Public Service Vehicle Survey, Department for Transport, September 2015, Table BUS0607
16. Source given in footnote 15(e).

Image acknowledgements

Stagecoach UK Bus and First Group (page 10), and Arriva (page 17).



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Originator: Dave Haskins
NGT Project Director



ITEM 9

Report to: Transport Committee

Date: 1 July 2016

Subject: NGT Decision

1. Purpose

- 1.1. To inform the Committee on the recent outcome of the Transport and Works Act Order for the NGT project.
- 1.2. To inform the Committee on next steps relating to the allocated funding.
- 1.3. To propose referral to the Overview and Scrutiny Committee.

2. Background

- 2.1. Following the cancellation of Leeds Supertram in November 2005, WYCA and Leeds City Council were directed by the Secretary of State for Transport to develop a “top of the range bus system”.
- 2.2. The project that came forward through the subsequent process was a trolleybus scheme known as New Generation Transport (NGT), operating a 14.3km rapid transport route running from South to North Leeds via the city centre. The scheme included a significant degree of priority over general traffic, as well as enhanced cycling facilities and park and ride sites.

- 2.3. At that point in time, the Department for Transport (DfT) had a process in place for reviewing and approving Major Schemes (over £5m), as set out below:

Programme Entry → (Transport and Works Act Order) → Conditional Approval → Full Approval

- 2.4. The NGT scheme followed this prescribed route. However, due to a change of Government in 2010 and subsequent changes to the major scheme process, the development of NGT became prolonged.

- 2.5. The project was awarded Programme Entry by DfT in July 2012 following extensive DfT scrutiny on the business case. As part of this approval, £173.5m was allocated during the current Comprehensive Spending Review period (2015-2010) towards the total scheme cost of £250m. The remaining funding was to be provided through a local contribution by the Promoters.
- 2.6. As shown above in 2.3, the process for delivering and operating the NGT scheme requires the granting of a Transport and Works Act Order (TWAO). A TWAO submission was made in Autumn 2013 following local scrutiny through LCC Plans Panel and a Local Partnership independent Gateway Review.
- 2.7. The Public Inquiry into the scheme took place between April and October 2014, and sat for 72 days. During the Inquiry the Promoters called on expert witnesses to give evidence in a number of specialist areas including the strategic need for the scheme, design, engineering, modelling, planning, heritage and environmental issues.
- 2.8. A key purpose of any Public Inquiry is to ensure that objectors and supporters can put forward their viewpoints. Notably at the NGT Inquiry, there were representations made by First Group as well as local residents, resident groups and affected businesses from along the length of the A660 Headingley corridor. Support for the scheme was also expressed.
- 2.9. The Inquiry was overseen by an independent Inspector who reported to the Secretary of State recommending whether (or not) the legal powers needed to build and operate the trolleybus system should be granted. The Inspector considered whether there was a case to approve the scheme based on a set of 12 "Statement of Matters" After a prolonged period, a decision was made on 12th May 2016 that the TWAO would not be granted
- 2.10. The Inspector's report can be found as below, and paper copies of this and the decision letter can be made available to Members from the Secretariat.
<https://www.gov.uk/government/publications/leeds-trolley-vehicle-system-order-inspectors-report>
- 2.11. In an unprecedented move by DfT, they also announced as part of the decision letter that the previously NGT allocated £173.5m would be awarded for public transport improvements in Leeds.

Leeds Transport summit

- 2.12. Following the cancellation of the NGT project, the LCC Leader Cllr Judith Blake called for a Leeds Transport Summit, which was held on 10th June at Leeds Civic Hall.
- 2.13. The purpose of the event was to provide an overview of transport issues and work going on in Leeds to tackle them. Presentations were made by Sir Peter Hendy and Leeds ITS to raise transformational opportunities and to look at 'Transport Horizons' of future developments.
- 2.14. A wide range of stakeholders attended the event across the spectrum of politicians, LCC and WYCA officers and key stakeholders/local interest groups, and contributed their views around the future transport needs for the city and strategic direction.

Next steps

- 2.15. Following the decision not to approve the Transport and Works Act Order for the NGT scheme, the Department for Transport confirmed that the £173.5m previously set aside for the scheme should remain available for public transport improvements in Leeds. The Council and WYCA officers are working with the Department for Transport to agree the terms of that transfer of funding. It is intended that all of the money should be transferred during the current Spending Review period, with no 'strings attached' and should not be subject to claw-back once transferred.
- 2.16. The funding does not need to be spent on a like for like alternative to the NGT scheme, but could be a programme of coordinated interventions that could deliver change in a more realistic and publicly acceptable way. In order to agree to the transfer of funding, WYCA and the Council will draw up an outline strategic case for the funding by the early Autumn. Once the strategic case has been understood and agreed, it is expected that individual investment decisions and project approvals should happen at the local level, with limited oversight by the Department.
- 2.17. The Government will require strong assurance processes around the funding, and it is anticipated that the schemes will be assured through the framework set up for the West Yorkshire Transport Fund.
- 2.18. Following the decision, an NGT project close-down process has been underway with a view to completing this by 30th June 2016. Some residual activity, particularly around land management will be required, and which will be managed within existing resources by WYCA and LCC.
- 2.19. The Promoters could challenge the decision to not approve the TWAO within six weeks of that decision being made. Advice has been sought in this area, and as a result it is considered not to be in the public interest to challenge the Secretary of State decision by way of a Judicial Review.
- 2.20. In light of the significant investment in the project over the last decade, Leeds CC have stated their intention to hold a scrutiny session to establish any areas where things could have been done differently. WYCA will co-operate fully in this process, including ensuring that any City Region-wide implications are covered.
- 2.21. It is also proposed that WYCA's Oversight and Scrutiny Committee consider the scheme and future developments from a City-Region perspective.

3. Financial Implications

- 3.1. There will be on-going land management requirements that will require addressing.

4. Legal Implications

- 4.1. There are none arising from this report.

5. Staffing Implications

- 5.1. None arising from this report.

6. Consultees

- 6.1. Directors of the Combined Authority have provided advice in the preparation of this report.

7. Recommendations

- 7.1. That the Transport Committee notes the report.
- 7.2. That WYCA co-operates fully in the Leeds CC scrutiny process.
- 7.3. That the WYCA Oversight and Scrutiny Committee be requested to consider the outcome from a City Region perspective.

8. Background Documents

- 8.1. The Government letter regarding the NGT decision.

Originator:
Noel Collings
Senior Project Officer
(Infrastructure and Investment)



ITEM 10

Report to: Transport Committee

Date: 1 July 2016

Subject: Green Infrastructure Refresh

1. Purpose

- 1.1. To inform the Transport Committee of the work to refresh the Green Infrastructure Strategy, setting out the potential implications of integrating green infrastructure into transport investments and to seek views on the approach and those implications.

2. Information

- 2.1. A Green Infrastructure Strategy for the Leeds City Region (LCR) was developed in 2010 and commissioned by the LEP. It outlined five investment programmes and three strategic projects for the improvement of green infrastructure in the LCR.
- 2.2. The purpose of the Strategy was to set out the vision for green infrastructure in the City Region and to determine how future investment in green infrastructure will be secured and where investments should be targeted.
- 2.3. Following the flooding events of December 2015, the Leeds City Region Enterprise Partnership Board requested the Green Economy Panel undertake a refresh of the Green Infrastructure Strategy. The LEP Board also requested the development of an investment plan for green infrastructure interventions that would mitigate flood risk.
- 2.4. For the purposes of this project and to ensure consistency with the Strategic Economic Plan green infrastructure is defined as *'a network of multifunctional green space including parks, open spaces, playing fields, woodlands, street trees, allotments and gardens. It can also include streams, canals and other water bodies'*.
- 2.5. Many benefits can be derived from the implementation of green infrastructure interventions including:-
 - alleviation of flooding
 - reduction in premature deaths from air pollution
 - improvements in people's quality of life
 - attraction and retention of investment and skilled people
 - enhancement of the tourism offer
- 2.6. Three products will be delivered through the project:-

- **Stakeholder Map:** Diagram representing the key decision makers in relation to spatial planning and investments in green infrastructure, their roles and the relationships between them.
- **Strategy Refresh:** Document identifying the strategic context and business case for investing in green infrastructure in the LCR, strategic priorities for delivery, the key stakeholder organisations that are critical to delivery and the outcomes to be achieved.
- **Green Infrastructure Investment Plan for Flood Resilience:** Document identifying the key types of interventions that will reduce flooding and provide protection from the impacts of flooding in key economic areas of the LCR, including:-
 - Analysis of investment opportunities in key interventions by asset class and in relation to key interface projects.
 - Analysis of opportunities for integrating green infrastructure into existing investment programmes including timescales.
 - Analysis of additional funding streams that can be levered to add value (e.g. European Funding).

2.7 The Stakeholder Map and Strategy Refresh will be completed by November 2016, with the Green Infrastructure Investment Plan for Flood Resilience following in May 2017.

2.8 Engagement is now ongoing with decision makers responsible for investment and spatial planning decisions in relation to the provision of green infrastructure to ensure that the project is designed from the outset with their requirements in mind.

2.9 WYCA has recognised the importance of green infrastructure in supporting the wider aims of the Strategic Economic Plan, the Local Transport Strategy and various partner aspirations as set out in local strategies and frameworks. It is central to the concept of good growth that sits at the heart of the refreshed SEP. The use of appropriate and proportional green infrastructure can be particularly helpful in improving air quality, reducing flooding and supporting a more attractive and 'liveable' environment.

2.10 As key decision makers for WYCA transport investment decisions, Transport Committee have a key role to play in ensuring green infrastructure can be incorporated into these decisions. Examples of green infrastructure interventions that could be advocated through the project include:-

- Incorporation of street trees alongside highways to improve air quality.
- Embedding Sustainable Urban Drainage Systems (SUDS) into transport schemes to delay the entry of surface water into rivers.
- Creation of green corridors alongside major transport infrastructure to aid movement of pollinators and other wildlife.
- Use of permeable pavements to prevent rapid water run-off.

2.11 One of the key projects that will contribute to the delivery of the project is Green Streets, which aims to integrate green infrastructure into the designs of West Yorkshire Transport Fund schemes and other City Region investments to achieve multiple benefits and good growth. Green Streets was endorsed by Investment

Committee in 2015 and the principles are now being worked into West Yorkshire+ Transport Fund projects.

2.12 The project will seek to ensure consistency with projects such as the Single Transport Plan for West Yorkshire to ensure resilience and green infrastructure opportunities for the transport network are investigated. It will also demonstrate the business justification for undertaking green infrastructure interventions and build on good practice and lessons learnt from incorporating green infrastructure design as part of the Green Streets project.

2.13 The following are some of the expectations that have been received as a result of engagement to date:-

- Costings for green infrastructure works to be provided to inform subsequent project development and/or funding bids.
- Multi-functional nature of green infrastructure should be considered along with the wider benefits it can offer.
- Project should be mindful of existing and emerging district level local plans and existing land allocations.
- A river catchment approach should be adopted by the project.
- Partnership working should be investigated with a view to reducing the resource burden on individual organisations.
- Existing areas of economic activities should also be considered alongside the spatial priority areas.

2.14 Bearing the above in mind Transport Committee are asked to consider the following questions and provide a response for incorporation into the project:-

- Does the Transport Committee support the suggestion in paragraph 2.10 and 2.13?
- Does the Transport Committee have other expectations with regard to the project?
- How can these concepts be incorporated into investment decisions?

3. Financial Implications

3.1. None

4. Legal Implications

4.1. None

5. Staffing Implications

5.1 None as a result of this report.

6. Consultees

6.1. As set out in 2.7 engagement is now ongoing with decision makers responsible for investment and spatial planning decisions. Key decision makers already consulted as

part this project include Directors of Development, Environment Agency and Yorkshire Water.

- 6.2 The Transport Fund Team, District Council Highways Officers and Network Rail are to also be consulted as part of this process.

7. Recommendations

- 7.1 Transport Committee are requested to endorse the work planned to deliver a green infrastructure refresh in the Leeds City Region and the potential benefits that it can bring to transport schemes.
- 7.2 That the Transport Committee endorse the suggestions in paragraphs 2.10 and 2.13.
- 7.3 That the Transport Committee consider any further input, including how these concepts can be incorporated in investment decisions.

8. Background Documents

- 8.1. None

GREEN INFRASTRUCTURE REFRESH: Project Brief

PROJECT PURPOSE & OUTCOMES

This project will deliver a refresh of the Leeds City Region’s strategic approach to planning and delivery of multi-functional green infrastructure, together with a targeted investment plan for green infrastructure interventions that will reduce the risk of flooding to key economic sites.

As a result of the project there will be a common and integrated strategy for the provision of green infrastructure that will provide beneficial social, and environmental outcomes. Furthermore, there will be a clear plan for investment in green infrastructure measures that reduce flood risk. This plan will provide a valuable input into Leeds City Region strategic planning for flood resilience, helping to support a move from ‘business as usual’ investment in hard infrastructure to a more holistic solution to flood risk.

BACKGROUND

A Green Infrastructure Strategy for Leeds City Region was developed in 2010 which outlined 5 Investment Programmes (Urban Green Adaptation, Green Economic Potential, Carbon Capture, Woodfuel & Rivers for Life) and three Strategic Projects (Fresh Aire, Central Ure Landscape Project (CURE) and Live Moor/Learn Moor). Since the publication of the Strategy a Delivery Plan for Fresh Aire was developed (2014). The Yorkshire West Local Nature Partnership has been developing a programme of work and series of task groups that help to realise the ambitions set out in both the Green Infrastructure Strategy and the Fresh Aire Delivery Plan. Headline activities that contribute to delivery of the Strategy include:

- **Green Streets:** This workstream is a significant contribution to the Urban Green Adaptation investment programme. In June 2015, the YWLNPP secured agreement from the WYCA Investment Committee that the Green Streets approach would be embedded into the Transport Fund schemes. Since then, work has been ongoing to realise this within the Gateway Process and the Single Appraisal Framework, including the development of a bespoke Green Infrastructure Tool Kit. The principles Green Streets are to focus on the multiple benefits of using GI as an engineering tool.
- **Strategic Places:** The YWLNPP has undertaken a significant opportunity mapping exercise, working across all the West Yorkshire districts and all the member partners. The purpose was to identify strategic places where the partnership should focus its efforts in order to have maximum impact. The Strategic Places identified are:
 - Kirkstall Valley, Wortley Beck, South Bank and East Leeds
 - Hebden Bridge & Mytholmroyd
 - Worth Valley, Keighley to Bradford City (inc North Beck)
 - Brighouse to Huddersfield
 - Castleford and Surrounds
 - York Central and Surrounds

This work will be refreshed in light of the refreshed Strategic Economic Plan, and will be expanded across the Leeds City Region.

- **Natural Flood Management:** recognising the large amount of activity that several partners and partnerships are undertaking in this work area, the YWLNPP has established a Leeds City Region Natural Flood Management Task Group. This brings together partnerships across the City Region to

support and influence the LEP on the importance of taking a long term and strategic approach to NFM, across the range of landscapes and settings within the City Region. This activity of partners to date has been targeted on: habitat restoration and creation; improving water quality and soil quality by reducing sediment loss to rivers; and maximising contributions to reducing flood risk by 'slowing the flow'.

Following the flooding events of December 2016, the Leeds City Region Local Enterprise Partnership Board requested that the Green Economy Panel undertake a refresh of the Green Infrastructure Strategy alongside developing an investment plan for green infrastructure interventions that would mitigate flood risk, recognising that this will also provide multiple other benefits, with a clear focus on quality of design.

The Green Economy Panel considered a substantive report in February 2016 and provided a mandate to:

- Prepare a stakeholder map of actors who have a delivery role to play in green infrastructure
- Refresh the Green Infrastructure Strategy
- Prepare an Investment Plan for green infrastructure interventions that would reduce flood risk, with a focus on improving critical infrastructure resilience

PROJECT SCOPE

This project will deliver a refreshed strategy and investment plan only. The development of a pipeline of individual investment opportunities or delivery of green infrastructure interventions themselves are outside the scope of this project, but the project will identify mechanisms that allow the identification of specific schemes in the future. Likewise, the establishment of delivery bodies and mechanisms or funding mechanisms are out of the scope of the project although there may be scope to make recommendations for follow on work, particularly in the development of the Investment Plan.

USERS & INTERESTED PARTIES

Users

The end users of the refreshed strategy and investment plan are decision makers responsible for investment or spatial planning decisions in relation to the provision of Green Infrastructure, including:

- Leeds City Region Flood Resilience Review Working Group
- Local Authority Heads of Planning
- Local Authority Directors of Development
- Local Authority Planning Committees
- Local Authority Heads of Peace & Emergency Planning/Flood Resilience
- West Yorkshire Combined Authority Transport Committee
- West Yorkshire Combined Authority Investment Committee
- West Yorkshire Combined Authority Board
- Leeds City Region Local Enterprise Partnership Board
- York & North Yorkshire Local Enterprise Partnership Board
- Sheffield City Region Local Enterprise Partnership Board
- District Network Operator Asset Management
- Yorkshire Water Asset Management
- Canals & Rivers Trust Asset Management
- National Trust Asset Management
- RSPB Asset Management
- NHS Asset Management

- Highways England Asset Management
- Commercial developers (could be engaged through routes such as Chamber Property Forums)
- Environment Agency
- Natural England
- Forestry Commission
- Agricultural Landowners

Interested Parties

As well as investors identified in the user group, there are a number of organisations that will have an active interest in the project and who will have a critical role to play in delivery, these include:

- Yorkshire West Local Nature Partnership (acting as the Supplier for this project and representing the other Local Nature Partnership's operating in the project area).
- Local Government officers with roles that relate to environment, spatial planning, infrastructure & regeneration (over and above those listed above)
- Groundwork
- Yorkshire Wildlife Trust
- Landscape and development design professional services
- Community environmental and biodiversity groups
- Academic Institutions

INTERFACES WITH OTHER PROJECTS AND PROGRAMMES

Leeds City Region Strategic Flood Review

The Flood Review is a new programme following the December floods. The Green Infrastructure Investment Plan for Flood Risk element of this project will act as an input into this wider programme and the Strategic Flood Review Working Group will be the primary user for this product. An initial review of 'lessons learnt' from the December floods will be completed by July, with work ongoing thereafter on future investment planning.

Leeds City Region Integrated Investment Framework

Leeds City Region Chief Executives are currently considering a mandate for the development of a single framework for infrastructure across Leeds City Region up to 2045. Outputs from this project will provide an input to the development of the Framework.

Leeds City Region Strategic Economic Plan (SEP)

A refresh of the Strategic Economic Plan is due to be launched in April 2016. In the early stages this project will interface with the development of the SEP to ensure that the revised strategic context is complementary to the aims of a revised Green Infrastructure Strategy. In particular, that the defined boundaries of the Strategic Priority Areas identified are reflective of the GI investment needs to ensure investments are maximised and as resilient as possible.

RIIO Business Plans

Over the coming years, the District Network Operators (Northern Gas Network and Northern Powergrid) will be beginning business planning for the next RIIO price control period (2021 – 2029). This project will need to ensure that any investments relevant to improving the resilience of network infrastructure can be utilised within this process.

Yorkshire Water Investment Plans

In 2017-18 Yorkshire Water will need to submit spending review proposals for the 2020-2025 period under the OFWAT control framework. The products of the Green Infrastructure refresh project will need to provide a relevant and supporting framework that can support proposals from Yorkshire Water to invest in Green Infrastructure as part of its asset management approach.

Energy Accelerator

The Leeds City Region Energy Accelerator programme is developing a pipeline of energy investments over the next three years. The Green Infrastructure refresh could identify considerations that need to be incorporated into the development of any projects being supported by the accelerator to ensure resilience, particularly in relation to flood risk.

Single Transport Plan

WYCA is currently developing a Single Transport Plan for West Yorkshire. This project will need to interface with the development of the plan to ensure consistency and that resilience and green infrastructure opportunities for the transport network are investigated as part of this project and the Plan.

Leeds City Region Skills Plan

A new Skills Strategy is being developed for the city region. This project will need to interface with the development of the plan to ensure consistency and that the skills to deliver green infrastructure are investigated as part of this project and the Plan.

City of York Green Infrastructure Strategy

A new strategy for investment in green infrastructure in York is currently being developed by the Council. The new local strategy will provide an input into this project.

OUTLINE BUSINESS CASE

Strategic Fit

Priority 3: Clean Energy & Environmental Resilience of the refreshed Strategic Economic Plan (SEP) aims for the Leeds City Region to become “a resilient zero carbon energy economy underpinned by high quality green infrastructure”. A key action area of the LEP under this priority is a refresh of the Green Infrastructure Strategy and an investment plan for green infrastructure interventions that would reduce flood risk and improve the resilience of the city region economy. This latter action also has key strategic links to the Priority 4 of the SEP, which has a key action around Integrated Flood Prevention.

Business Options

Option A; Do nothing: The existing Green Infrastructure Strategy remains live and no further work is undertaken to plan for investments that reduce flood risk. This option would have no resource requirements but equally no associated benefits. Opportunities to integrate different delivery and funding mechanisms around a single vision and approach would be lost. Where investments are made to improve resilience to

flooding, these are more likely to be 'business as usual' grey infrastructure interventions that deal predominantly with the symptom of flooding rather than root causes.

Option B; Refresh of GI Strategy: The Green Infrastructure Strategy could be refreshed, bringing opportunities for discussion and new partnerships between the users and delivery partners involved in green infrastructure. This could lead to new opportunities for integration of delivery and funding mechanisms, but would be limited in terms of its ability to influence future investments around flood risk. Where investments are made to improve resilience to flooding, these are more likely to be 'business as usual' grey infrastructure interventions that deal predominantly with the symptom of flooding rather than root causes. This option would take around 3 months to deliver from project start to close (to be investigated further through Project Initiation).

Option C; Strategy Refresh & Flood Resilience Investment Plan: The Green Infrastructure Strategy could be refreshed, bringing opportunities for discussion and new partnerships between the users and delivery partners involved in green infrastructure. The development of an investment plan would bring specific proposals to this strategic base, identifying and providing a basis for integration of financial and delivery mechanisms across users. This option would produce clear recommendations that could be used by investors and decision makers allowing them to integrate green infrastructure solutions into flood resilience programmes, thereby dealing with the root cause of flood risk in Leeds City Region. This option would take around 9 months to deliver from project start to close (to be investigated further through project initiation).

Option C is recommended.

Expected Outcomes and Benefits

The direct outcome of this project an increase in planned green infrastructure investments across Leeds City Region, which in turn will have a number of post project benefits, quantifiable across¹:

- Climate Change & Mitigation
- Place
- Water management and flood alleviation
- Health
- Property Value
- Investment (private sector investment levered, job creation)
- Labour Productivity
- Tourism
- Recreation
- Biodiversity
- Land Management

¹ List based on the North West Green Infrastructure Toolkit. A bespoke toolkit for Leeds City Region is currently being developed by WYCA & YWLNP.

Expected Drawbacks

Stakeholders who are sceptical of the impact of green infrastructure to reduce flood alleviation (and favouring more conventional methods) may consider proposals for investment in green infrastructure an unhelpful diversion of already constrained budgets.

Stakeholders who are responsible for making investment decisions in relation to assets, sites or infrastructure may consider proposals for an approach that integrates green infrastructure unwelcome if initial capex is higher (even where ongoing opex is lower).

Landowners with an economic stake in areas that could be identified as needing to be managed differently as part of a green infrastructure could perceive any proposals from the project negatively.

Timescales

The anticipated timescales for the project is nine months from the end of project initiation.

Costs

The Project will require a project manager 2-3 days per week and an estimated budget of £27,500 covering:

Technical budget	20000
Design budget	5000
Contingency	2500

Risks

Partner Capacity: It is anticipated that, with the exception of any specialist technical and design work required as identified in the project above, all resources for this project will be provided by partner organisations. The Supplier role for this project will be undertaken by the Yorkshire West Local Nature Partnership. The Partnership brings together capacity from delivery bodies and NGO's but has a small dedicated resource. There is therefore a risk that partner capacity will be under resourced to deliver the project.

User Engagement: Engaging investment and planning decision makers on green infrastructure is notoriously difficult, although significant progress has been made through the work of the Local Nature Partnership in recent years. Nevertheless there is a risk that if the user base is not adequately engaged with during the course of the projects the outcomes and benefits identified will not follow.

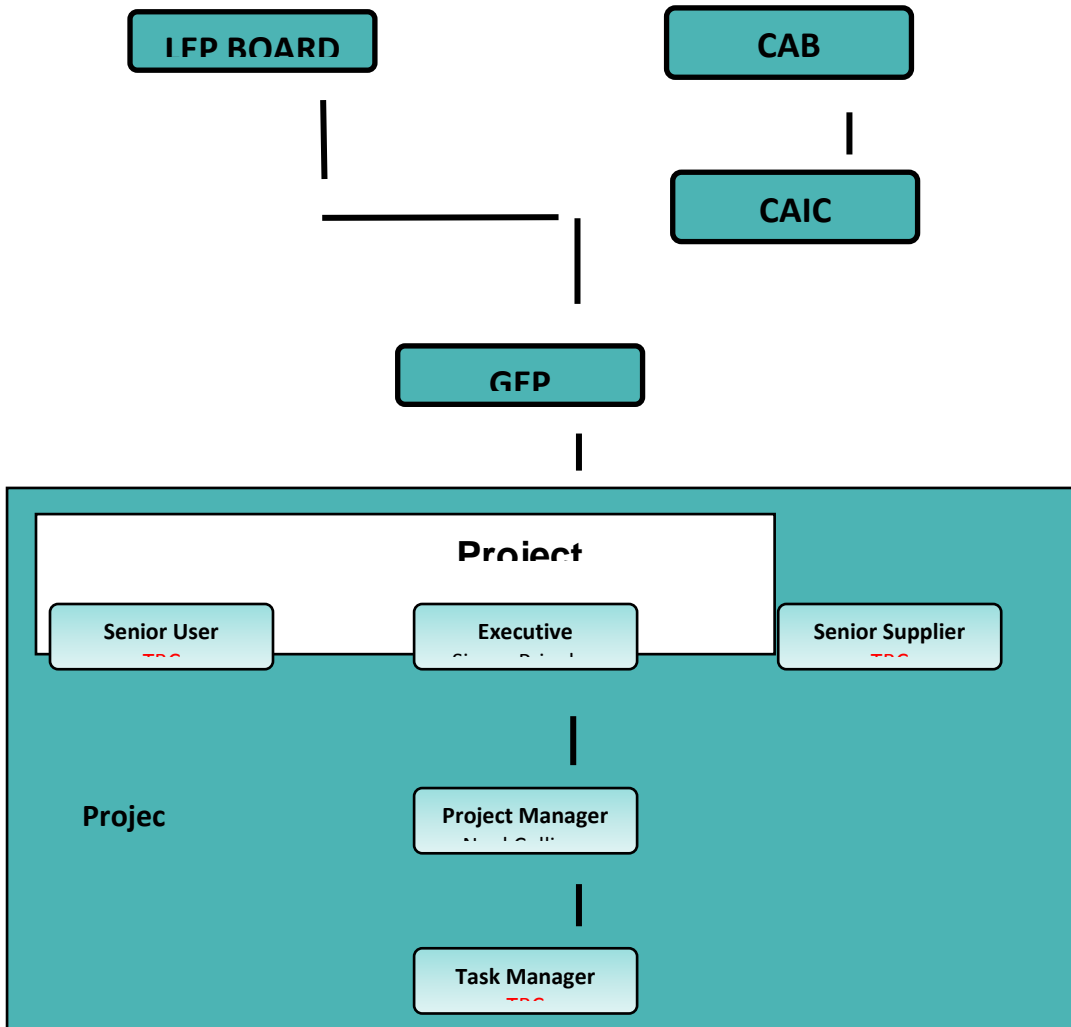
PROJECT PRODUCT DESCRIPTION

Product	Development Skills Required
<p>Stakeholder Map</p> <p>Diagram representing the key decision makers in relation to spatial planning and investments in green infrastructure, their roles and the relationships between them.</p>	<p>Knowledge of green infrastructure development policy and sector in Leeds City Region; primary research; digital design.</p>
<p>Strategy Refresh</p> <p>Document identifying the strategic context and business case for investing in Green Infrastructure in Leeds City Region, strategic priorities for delivery, the key stakeholder organisations that are critical to delivery and outcomes to be achieved.</p>	<p>Strategy development, stakeholder management, workshop facilitation, benefit mapping, knowledge of green infrastructure and environmental resilience European, national and local policy context, stakeholder management, digital design.</p>
<p>Green Infrastructure Investment Plan for Flood Resilience</p> <p>Document identifying the key types of interventions that will reduce flooding and provide protection from the impacts of flooding in key economic areas of the city region. Analysis of investment opportunities in key interventions by asset class and in relation to key interface projects. Analysis of opportunities for integrating green infrastructure into existing investment programmes including timescales. Analysis of additional funding streams that can be levered to add value (e.g. European Funding).</p>	<p>Investment planning, technical understanding of green infrastructure & flood resilience interventions, GIS mapping, stakeholder management, workshop facilitation, digital design.</p>

PROJECT APPROACH

The supplier for this project will be the Yorkshire West Local Nature Partnership, drawing on the knowledge and capacities of its members. In some cases additional private sector providers may be required to undertake specialist tasks such as design of end products and technical analysis, which will be procured by WYCA. GIS mapping will be undertaken using external resources within WYCA.

PROJECT MANAGEMENT TEAM STRUCTURE



ROLE DESCRIPTIONS

Project Executive: Simon Pringle (Green Economy Panel)

- Ensure overall business assurance of the project – that it remains on target to deliver products that will achieve the expected business benefits, and that the project will be completed within its agreed tolerances.
- Monitor and control the progress of the project at a strategic level, in particular reviewing the Business Case Regularly.
- Hold the Senior Supplier/Delivery Partner to account for the quality and integrity of the products delivered through the project.
- Hold the Senior User to account for realising the benefits defined in the Business Case and that plans are in place to ensure that benefit reviews take place to monitor the extent to which the Business Case benefits are achieved.
- Escalate issues and risks to Green Economy Panel if project tolerance is expected to be exceeded.
- Ensure that risks associated with the Business Case are identified, assessed and controlled.
- Make decision on issues escalated to the Project Board, with a particular focus on continued business justification.

Senior User: TBC

- Provide the user's quality expectations and define acceptance criteria for the project.
- Ensure that the desired outcome of the project is specified.
- Ensure that the project produces products that will deliver the desired outcomes, and meet user requirements.
- Ensure that the expected benefits (derived from the project's outcomes) are realized.
- Make decisions on issues escalated to the Project Board, with a particular focus on safeguarding the expected benefits.
- Ensure users are briefed and engaged on all matters concerning the projects.

Senior Supplier: TBC (Local Nature Partnership)

- Assess and confirm the viability of the project approach.
- Ensure that proposals for developing products are realistic.
- Ensure that the supplier/delivery partner resources required for the project are made available.
- Make decisions on issues escalated to the Project Board, with a particular focus on safeguarding the integrity of the project's products
- Brief supplier stakeholders on the project
- Ensure that quality procedures have been carried out correctly, so that products adhere to requirements.

Project Manager: Noel Collings (WYCA)

- Prepare the Project Brief, PID, Stage Plans, Work Packages, Highlight Reports, Issue Reports, End Stage Reports, Lessons Reports, Exception Reports and End Project Reports.
- Liaise with any external suppliers or account managers
- Lead and motivate the project management team.
- Maintain the issue register, risk register and lessons log.

- Manage production of the required products, taking responsibility for overall progress and use of resources and initiating corrective action where necessary.
- Establish and manage the project's procedures – risk management, issue and change control, configuration management, and communication.
- Authorise work packages.
- Advise the Green Economy Lead and Project Board of any deviations from the plan.
- Prepare and update all project management documentation for the Project Board.
- Advise the Project Board of any deviations from the Plan or major issues arising throughout the project.
- Implement the project Government Strategy and ensure project personnel comply with the Strategy.

Supply Manager: TBC(Yorkshire West LNP)

- Take responsibility for the progress of workpackages, managing development of individual products being supplied by the LNP.
- Pass back to the Project Manager products that have been completed through work packages.
- Co-ordinate communications with LNP Board.
- Ensure that the right people from the LNP Board are involved in Quality Review meetings.
- Provide checkpoint reports to the Project Management and advise the project manager of any issues or risk arising.

Other Key Resources:

Integration into Regional Flood Defence Committee: Cllr Andrew Waller

- Responsible for reporting developments into the Regional Flood Defence Committee
- Responsible for reporting developments in the Regional Flood Defence Committee into the project

Budget Holder & Integrated Infrastructure Framework & Flood Resilience Review Interface: Colin Blackburn (WYCA)

- Approves projects and stage budgets prior to recommendation to the Project Board.
- Provides virtual approval to WYCA finance to raise purchase orders.
- Approves and signs Request to Tender documents.
- Responsible for ensuring that all project outputs are consistent and inform Integrated Infrastructure Framework and Flood Resilience Review.
- Responsible for reporting developments in the Integrated Infrastructure Framework to the Project Manager and Flood Resilience Review.
- Responsible for reporting developments in this project into the Integrated Infrastructure Framework and Flood Resilience Review.

Green Economy Lead: Melanie Taylor (WYCA)

- Check that the project remains aligned to SEP and WYCA corporate strategy
- Ensure that the project team is appropriately resourced
- Secure budget for the project from the budget holder
- Oversee development of the PID
- Present project updates and outcomes to WYCA and LEP Corporate Boards.

Marketing & Communications: Victoria Thornton (West Yorkshire Combined Authority)

- Undertake the implementation of activities identified within the Communications Plan, particularly where these utilise LEP communication channels (LEP newsletter, social media, website) or involve the development and provision of press releases.
- Provide task management of any graphic design required on products, including procurement of external suppliers
- Contribute to and review of any products that plan for ongoing communications activity post project end
- Contribute to the ongoing relevancy of the project's communication plan by advising the Project Manager on any relevant LEP communications activity that could impact on the project or provide additional opportunities to communicate the project to stakeholders.

Procurement: Chris Brooks (West Yorkshire Combined Authority)

- Ensure, that procurement of external sources are consistent with WYCA corporate procurement standards (and, by definition European procurement standards).
- Uploading procurement briefs and related collateral to procurement portal.

Interface with Single Transport Plan Project: Steve Heckley (WYCA)

- Ensuring that all project outputs are consistent and inform Single Transport Plan.
- Ensure that all relevant developments in the Single Transport Plan are reported to the Project Manager.
- Reporting developments in this project into the Single Transport Plan.

Interface with Skills Plan Project: Michelle Burton (WYCA)

- Ensure that all project outputs are consistent and inform Skills Plan.
- Ensure that all relevant developments in the Skills Plan are reported to the Project Manager.
- Reporting developments in this project into the Skills Plan.

DOCUMENT HISTORY

Location: T:\Leeds City Region\Low Carbon\Green Economy Panel\GREEN INFRASTRUCTURE REFRESH\1. Starting Up\Project Brief\Current Version

Revision History

Date of this revision: 09/05/16

Revision date	Summary of Changes
24/03/16 V1.1	Changes to Project Purpose & Outcomes; Users and Interested Parties; Project Product Description; Role Descriptions
30/03/16 V1.2	Additions to Users and Interested Parties; Changes to Project Purpose & Outcomes
01/04/16 V1.3	Additions to Users and Interested Parties;
09/05/16 V1.4	Minor amendments to remove typing errors and to update Project Executive and Project Manager

Distribution

This document has been distributed to:

Name	Date of Issue	Version
Rosa Foster	20/03/16	1
Rosa Foster	24/03/16	1.1
Luke Williams, Colin Blackburn	30/03/16	1.2
Jacqui Gedman, Wallace Sampson, Paul Hamer	01/04/16	1.3
Green Economy Panel	12/04/16	1.3 – Approved
Melanie Taylor, Ian Gray, Paul Roberts	09/05/16	1.4
Justin Wilson	18/05/16	1.4

Originator: John Henkel
Director of Passenger Services



ITEM 11

Report to: Transport Committee

Date: 1 July 2016

Subject: District Consultation Sub Committees and the Bus Services Working Group

1. Purpose

1.1. To consider the appointment of the District Consultation Sub Committees (of the Transport Committee) and a Bus Services Working Group for 2016/17.

2. Information

2.1. The Transport Committee may appoint sub committees and a chair of any such committees. The Transport Committee has previously resolved to establish five sub-committees of its members to act as a conduit for consultation within each of the five constituent District Council areas. The terms of reference for the sub-committees is set out in appendix 1 to this report.

2.2. These sub-committees have considered a wide range of initiatives and have provided input to much of the work of the Transport Committee, including plan and project development and service delivery.

2.3. The Transport Committee have expressed a desire to engage better with young people and a virtual network has been established. WYCA is working with the Youth Association to pilot a new approach to engaging with young people in West Yorkshire on public transport. An interactive standing panel of approximately 100 young people (age 13-25) has been established. The panel has been set up/facilitated as a Facebook group and youth panel members respond to surveys electronically. This approach is working well as a means of engaging with young people, and can be used for a range of engagement including

- Gaining feedback on satisfaction with services
- Engaging young people with the wider decision making process in WYCA, influencing service delivery, training, ticketing and information provision
- Involving young people in developing campaigns to address key issues

2.4 The Transport Committee may now wish to review its processes for consultation, including the role of these sub committees, the use of District Council fora (such as Neighbourhood Committees) and the role of panels and virtual networks.

2.5 It is therefore suggested that:

- District Consultation Sub Committees are established for 2016/17
- The current public members attending are invited to continue to attend;
- That a function of the District Consultation Sub Committees is reviewed to determine if other methods of consultation would be more effective and efficient;
- That the terms of reference of the review be considered at the next meeting of the Transport Committee

2.6 The Transport Committee has a role in setting criteria for the supported local bus services. A Local Bus Services Working Group was established in June 2014 to provide oversight of the application of the application of these criteria, and input into the process of procuring tendered services. It is now proposed to re-establish this working group, with the terms of reference and arrangements as shown in the attached Appendix 2.

3. Financial Implications

3.1 Each post of chair of a District Consultation Sub Committee attracts a special responsibility allowance under the Members' Allowances Scheme.

4. Legal Implications

4.1. Procedure Standing Orders of the Authority apply to the meetings of such sub-committees, including the usual access to information provisions. These do not however apply to any working group.

4.2. The WYCA at its annual meeting, by unanimous resolution, waived the requirement to political balance of its own membership upon its ordinary committees, pursuant to s.17 of the Local Government and Housing Act 1989. Political balance requirements relate to balancing WYCA members on a committee or sub-committee; there is no legal requirement to balance co-optees.

5. Staffing Implications

5.1. None as a result of this report.

6. Recommendations

- 6.1. That District Consultation Sub Committees are established for 2016/17, with the terms of reference set out in appendix 1 to this report.
- 6.2. That the Transport Committee members co-opted from each district are appointed to their respective Sub-committee.
- 6.3. That the current public members attending the sub-committees are invited to continue to attend.
- 6.4. That Chairs of the District Consultation Sub Committees be appointed.
- 6.5. That the function of the District Consultation Sub Committees is reviewed to determine if other methods of consultation would be more effective and efficient.
- 6.6. That the terms of reference of the review be considered at the next meeting of the Transport Committee.
- 6.7. That the Local Bus Services Working group be established in accordance with Appendix 2 to this report

Terms of Reference for District Consultation Sub-Committees

In relation to:

- the area of the constituent council and
- local public transport functions,

Each District Consultation Sub-committee is authorised:

1. To consult with and consider representations from users¹ of local public transport services and facilities.
2. To advise the Transport Committee in relation to:
 - a) the views of users of local public transport
 - b) service delivery objectives and performance²
 - c) improving co-ordination between the constituent council and the WYCA
 - d) the progress of planned projects and programmes, and
 - e) any proposal referred to it by the Transport Committee.

¹ Or on behalf of users

² including performance indicators relating to local bus and rail services, congestion, mode share, air quality, safety and other outcomes identified in relevant Plans and Strategies.

**Draft Terms of Reference and Arrangements:
Local Bus Services Working Group**

- 1 The Working Group is advisory only and will have the following functions:-
 - a. To advise the Transport Committee on the practical application of the Authority's criteria for supported services.
 - b. To consider proposals for supported services or to review supported services that have been procured by the Authority.
 - c. To consider and review the tender evaluation and award procedures.
 - d. To advise and make recommendations to the Transport Committee and the Director of Passenger Services in relation to any matter concerning the provision of supported bus services and the delivery of the policies of the Authority in relation to public passenger transport services.

The intention is for the business and attendance at meetings to be flexible to meet the requirements of the Transport Committee and therefore a formal committee structure is not appropriate.

The Working Group is not intended to replace or conflict with the Authority's Overview and Scrutiny Committee and any matter reviewed by the Group remains subject to the remit of that Committee and the Procedure Standing Orders relating to scrutiny.

- 2 The Working Group may comprise any number of members of the Transport Committee from time to time but with the intention that attendees of Working Group meetings will always include a member from the Districts where the supported services in issue are or would be provided, in the interests of providing local insight.
- 3 The Working Group will meet not fewer than four times annually, but may meet at any time, if appropriate, in view of the business of the Authority and the letting of supported services contracts and network reviews.

- 4 The Legal and Democratic Services office will at the request of the Director of Passenger Services or their Assistant Director, give notice of any meeting not in the calendar of meetings.
- 5 An agenda for business to be considered by a meeting of the Working Group will be provided in good time for any meeting.
- 6 At least 5 working days' notice of meetings will be given and any members that wish to attend should notify the deputy Monitoring Officer or other officer within the Legal and Democratic Services team.
- 7 There is no fixed quorum for meetings of the Working Group but it is advisable that:-
 - a. at least 3 members shall attend any meetings; and
 - b. At least one member from each affected district should attend any meeting.

If fewer than 3 members indicate they will attend, or if no member from an affected district will attend then the meeting need not be held. If a meeting is not going to be held, then members may make written representations on the papers to the Director of Passenger Services if they wish.
- 8 So far as possible, representatives of more than one political group should attend in the interest of balance. There is no legal requirement for political balance to be achieved on working groups.
- 9 The Working Group is not a sub-committee. At any meeting, the members attending may if they wish select one of their number to act as a chair for the purpose of conducting the business on the agenda. Where a decision is required, such as the terms of any recommendation, then the attendees may vote if there is not clear unanimity. Each attendee shall have one vote and any chair shall not have a casting vote. The views of all members present should be recorded if there is any dispute.
- 10 If at any meeting there is no member present from a district affected by bus service issues or proposals then a recommendation may not be made if it might impact on that district.
- 11 Officers may be called on to attend meetings and provide information, documents and advice to members, if requested, given reasonable notice.

- 12 Any recommendations of the Group will be brought before the next convenient meeting of the Transport Committee, or in the case of urgent matters, be notified to the Chair of the Transport Committee and the Director of Passenger Services as soon as possible.
- 13 As the information discussed at meetings may contain commercial or confidential information relating to bus operators and tenders, proceedings of the Working Group shall be kept private and confidential.
- 14 The Code of Conduct of the Authority will apply to the members in so far as standards of conduct at Group meetings are concerned. Whilst there is no legal requirement to declare interests within working groups, the members will declare interests as if the group meetings were formal committee meetings and will notify the Monitoring Officer accordingly.

Originator: Diane Groom
Assistant Director Customer Services



PRIVATE & CONFIDENTIAL
NOT FOR PUBLICATION
IN WHOLE OR IN PART

ITEM 13

Report to: Transport Committee

Date: 1 July 2016

Subject: Disposal of the redundant bus lay-by off Smiddles Lane, Bradford

CONFIDENTIAL - COMMERCIAL SENSITIVE INFORMATION

1. Exclusion Of The Press And Public

- 1.1 This agenda item contains exempt information as defined in paragraph 3 of schedule 12A to the Local Government Act 1972 (*Information relating to the financial or business affairs of any particular person (including the authority holding that information)*).
- 1.2 The Authority may exclude the press and public from the meeting during the consideration of this item if it is satisfied that the public interest in the public being present is outweighed by the public interest in maintaining the exemption.
- 1.3 It is recommended that because disclosure of this item would reveal the commercial negotiations between WYCA and the other parties involved with the various property transactions this would be prejudicial to the negotiating position of the Authority and those parties. Therefore, the public interest will be better served by maintaining the exemption, and, therefore, the press and public should be excluded.

2. Purpose

- 2.1 To approve disposal of the redundant bus lay-by off Smiddles Lane in Bradford as recommended by our property advisers, Lambert Smith Hampton (LSH):
 - to dispose of the property by way of a private treaty sale
 - to secure a financial clawback provision in the form of an overage agreement, in the event that the site gains planning consent for alternative uses.

3. Information

Background

- 3.1 The former bus turning area site is located off Smiddles Lane in the Bankfoot area of Bradford. The site was used as a bus turnaround area for the 680 route but route changes have made the site redundant and it has served no operational use for 7 years.
- 3.2 WYCA's agents were asked to give advice on making best use of redundant sites. For this site, LSH recommended that it would be more marketable and command greater interest when combined with the vacant parcel of land to the south owned by Bradford Council. LSH has approached Bradford Council to discuss a joint sale.
- 3.3 Bradford Council has confirmed they are agreeable to a joint disposal and that WYCA can lead on the transaction process. Costs and sale proceeds would be split on the basis of the relative size of the two parcels of land, set out below:

Site	Acres	Hectares
Bus Lay-by (WYCA)	0.29	0.12
Vacant grassed area (Bradford City Council)	0.20	0.08

- 3.4 LSH have marketed the site and have received the following offers:

Interested party	Offer	Overage agreement	Conditions
Mr Bashrat Mahmood	£100,000	Yes	Unconditional offer Cash offer Retail/Resident proposal
Mr Sajid Khan	£150,000	Yes	Unconditional offer Cash offer Car pitch proposal
Mr Sajid Khan	£170,000	No	Unconditional offer Cash offer Car pitch proposal
Richmond Management	£110,000	Yes	Subject to planning Cash offer 2 storey retail/Office proposal
Richmond Management	£135,000	No	Subject to planning Cash offer 2 storey retail/Office proposal

- 3.5 LSH recommends proceeding with a sale to Mr Sajid Khan at £150,000 with an overage provision. This overage provision will apply for ten years after the sale, and would enable WYCA to share 50% of any uplift in the price of the land if it is sold, or 50% of the uplift in value of the land if planning consent for development as retail, any commercial or leisure use or residential use was obtained.
- 3.6 Bradford Council are in agreement with a joint sale and are further in agreement in principle with the following:
- Sale proceeds to be split 75/25% in favour of WYCA as are the disbursements costs;
 - An overage agreement is to be included in the sale.

4. Financial Implications

- 4.1 LSH provided a detailed report on the development potential for the site which is attached. The site has not been allocated for any particular use in the Local Development Plan and therefore a variety of uses could well be possible. Consequently, the advice is that the site could attract a variety of values, depending on the planning consent obtained. These would be across a range of £95,000 to £238,000. When compared with similar land sales in the area, LSH are confident with these possible values.
- 4.2 Consequently, the recommended offer represents the best sale price that also includes potential overage. Overage appears likely to result in a further payment which would result in the highest over-all realisation value for WYCA.
- 4.3 The Smiddles Lane land currently has a net book value of £2,200 at 31 March 2016. The expected sale proceeds of £112,500 would result in a profit on disposal of £110,300 before disposal costs. Further profit may be realised from the overage agreement subject to the provisions set out above.

5. Legal Implications

- 5.1 The whole of WYCA's title is adopted highway. WYCA would therefore need to get a stopping up order so that this land could be developed.
- 5.2 WYCA will need to obtain a policy of "title indemnity insurance" to deal with matters on the legal title that the buyer is likely to object to. The cost of this is highly unlikely to be more than £500.
- 5.3 Any disposal of property must be approved by the Transport Committee in accordance with its terms of reference.

6. Staffing Implications

6.1 None as a result of this report.

7. Recommendations

7.1 To approve a sale of the land jointly with Bradford Council at a price of £150,000 with overage provisions as set out in this report, subject to Bradford Council also approving the disposal on the same terms.

**MINUTES OF THE MEETING OF THE
LEEDS DISTRICT CONSULTATION SUB-COMMITTEE
HELD ON MONDAY 4 APRIL 2016 IN WELLINGTON HOUSE, LEEDS**

PRESENT: Councillor Mick Lyons (Chair)

**WYCA TRANSPORT
COMMITTEE**

N Buckley

PUBLIC REPRESENTATIVES

David Brady
David Hope
Catherine Keighley
Hazel Lee

Judith Rhodes
Eric Smith
Ann Stocks
Charles Stones
Bill Tymms

LEEDS CC

C Campbell
P Wadsworth

Also in attendance:-

C Powell	-	First
T Eyre	-	First
K Landale	-	Arriva Yorkshire
P Myers	-	Northern
S Cunningham	-	TransPennine Express
G Owen	-	Leeds City Council
A Barker	-	Methley resident

20. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors C Towler, B Urry and K Wakefield and public representatives Paul Chadwick and Peter Wood.

21. MINUTES

RESOLVED – That the minutes of the meeting held on 18 January 2016 be noted.

22. QUESTION AND ANSWER SESSION

Members were invited to raise questions with a focus on matters of wider interest and a time limited question and answer session was held. The following issues were raised:

Proposal for a Rail Station at Methley

Angela Barker attended the meeting to explain the transport difficulties faced by Methley residents and, in particular, asked for consideration to be given to reinstating a rail station at Methley.

It was noted that a report in respect of a New Stations Study had been considered by the Transport Committee in January 2015 which had set out the process to identify and develop new stations. The first stage of the study had considered 62 potential new stations and two sites at Methley had been included in that list. However the Methley sites had not been progressed because they had not met the set criteria in the process and had not demonstrated a sound business case or strong value for money.

In respect of transport provision and bus services in the Methley area, members were advised that WYCA officers would look into these matters and work with local residents to address the problems reported. It was noted that the new park and ride facility close to the East Leeds Link Road at Temple Green would provide a new option for commuters travelling from the Methley area to Leeds.

Ms Barker was thanked for the information provided and attending the meeting.

Bus Shelters – York Road

Further to concerns raised at the previous meeting regarding the temporary removal of bus shelters to facilitate the cycle highway works on York Road, members asked that for any future schemes, shelters be retained for as long as possible before works commenced. It was anticipated that the shelters on York Road would be reinstated in the next few weeks.

Bus Shelters – Netherfield Road, Guiseley

Ms Rhodes asked whether it would be possible to put a timer on the lights in the new shelters on Netherfield Road as these were lit at night despite there being no evening bus services.

Timetable Production

In response to a query raised by Mrs Lee, members were advised that although the number of printed timetable booklets had been reduced, timetable displays would

continue to be provided at bus stops. Members were asked to provide WYCA with details of any locations where displays were missing.

Customer Feedback

Mr Brady raised a concern regarding a bus service complaint which had been reported to both First and WYCA in early March and to date, only a standard acknowledgement had been received. He advised that he had tried to contact First by telephone but after waiting for half an hour had reported the problem via their website. The complaint had also been reported via Metroline. Mr Brady was asked to provide details so this could be investigated and Councillor Lyons asked for information on how complaints are managed to be provided at the next meeting.

Bus Service Disruption

It was reported that there would be an impact on bus services in Leeds city centre during the next few months whilst highways and development work was carried out. This included the partial closure of Leeds Bridge, the Victoria Gate Development at Vicar Lane and the wind screen installation being carried out at Bridgewater Place. The importance of ensuring the public were aware of the changes to routes/services because of the work was stressed.

23. MEMBER FEEDBACK

The Committee considered a report advising members of the feedback received at the meeting held on 18 January 2016 and to report the action taken.

At the last meeting members were consulted on Bus Stations and Local Communities and Future Consultation Items and the key points raised were outlined in the submitted report.

RESOLVED - That the report be noted.

24. INFORMATION REPORT

The Committee considered a report on information regarding current developments and issues affecting the Leeds District.

Service Changes

It was noted that a number of changes were made to services in Bradford, Kirklees, Leeds and Wakefield at the end of February 2016. It was reported that changes had been made to the Leeds City Bus and this now operated as an extension of a revised Service 5.

Kirkstall Forge

The Committee discussed the current position including developer involvement and proposed timescales for the opening of Kirkstall Forge Station. Members stressed the need for a definitive opening date and asked to be kept informed.

Ms Rhodes advised that including Kirkstall Forge in the current Airedale and Wharfedale timetable booklet without identifying times was misleading. Members had previously commented on the overcrowding of the services from Ilkley and it was noted that additional capacity was planned for the Airedale/Wharfedale line from 2017.

New Rail Franchises

It was reported that the new Northern and TransPennine rail franchises had commenced on 1 April 2016 and delivery of the franchises would be overseen by Rail North in partnership with the Department for Transport. Councillor Campbell asked that Arriva Trains be invited to a future meeting to update members on their plans for the franchise.

Transpennine Route Upgrade and Hendy Review

It was reported that Network Rail had published their Enhancement Delivery Plan (EDP) in January 2016 and confirmed that no elements had been deleted from the full Transpennine Route Upgrade. However full delivery was not expected until 2022 although some upgrades could potentially be completed by 2019 which were expected to include capacity and line speed upgrades.

Smartcard and Information Programme

Members were updated on the projects being undertaken in the current phase of the Smartcard and Information Programme.

It was reported that a new "Day Saver" carnet was being launched and volunteers were being sought to test the new initiative prior to the launch later in the month. Members were asked to speak to officers at the close of the meeting if they were interested in taking part in the trial.

Single Transport Plan

It was reported that the Single Transport Plan was being developed in alignment with the objectives and timescales for the refresh of the Single Economic Plan (SEP). Consultation on the draft vision and principles for the Single Transport Plan had been carried out with stakeholders in November 2015 and further consultation with stakeholders and members of the public would be held over the summer period.

Bus Strategy

It was noted that work on the Single Transport Plan included updating the Bus Strategy to align bus service provision with economic and other policy objectives. Comments made through stakeholder engagement were being used to develop the Strategy document which would be used as the basis for the forthcoming public and stakeholder consultation which was due to over the summer period.

Members were advised that a Buses Bill would shortly enter the Parliamentary process. It was anticipated that the Bill would propose a range of provisions to enable local transport authorities to improve bus services including franchising and partnership working.

RESOLVED - That the report be noted.

25. CONSULTATION ITEMS

(a) Road Side Displays Production Process

(b) Transport Focus Customer Research – Transport for the North

Road Side Displays Production Process

At the last round of DCSC meetings one of the items suggested for future consultation had been for information on how things are organised behind the scenes in relation to putting timetables at stops and shelters.

The Committee was given a presentation on the range of functions undertaken by WYCA's Data Team and the process for production and installation of road side bus timetable displays.

The Committee was given the opportunity to provide feedback and the following comments were made:

- It was considered that information at bus stops had improved in recent years but still felt there were too many changes to timetables.
- When services cross boundaries there are variations in timetables - are there any discussions to standardise timetables?
- The use of QR/NAC codes on timetables and 'yournextbus' facility was welcomed.
- It would be useful to include fares information on displays.

Transport Focus Customer Research – Transport for the North

It was reported that in January 2016, Transport Focus had been commissioned by the Department for Transport to carry out customer research on current transport usage and smart ticketing across the North of England. Members were given a

presentation on the results of the research and they discussed the importance of passenger safety, staff on trains and a simpler fares structure.

Members were thanked for their comments and suggestions and were asked to forward any further comments on the questionnaire provided at the meeting or by email to: erica.ward@westyorks-ca.gov.uk.

RESOLVED – That members' feedback be noted.

ITEM 14(b)

**MINUTES OF THE MEETING OF THE
KIRKLEES DISTRICT CONSULTATION SUB-COMMITTEE
HELD ON WEDNESDAY 6 APRIL 2016 AT THE TOWN HALL, DEWSBURY**

PRESENT: Amanda Stubley (Chair)

**WYCA TRANSPORT
COMMITTEE**

E Firth
A Pinnock
L Smaje

PUBLIC REPRESENTATIVES

John Appleyard Shaun Jordan
Mark Denton Kathleen O'Shea
Christopher Jones

KIRKLEES MC

G Lowe

Also in attendance:-

A Weeks	-	Arriva Yorkshire
C Lister	-	Arriva Yorkshire
S Cunningham	-	Transpennine Express
A Croughan	-	Transpennine Express
W Burton	-	Yorkshire Tiger
S Jones	-	Mencap, Kirklees

20. APOLOGIES FOR ABSENCE

Apologies for absence were received from public representatives Keith Parry and Chris Taylor and Joanne Waddington, Kirklees Council.

21. MINUTES

RESOLVED – That the minutes of the meeting held on 13 January 2016 be noted.

22. QUESTION AND ANSWER SESSION

Members were invited to raise questions with a focus on matters of wider interest and a time limited question and answer session was held. The following issues were raised:

Driver Awareness

Councillor Lowe asked if operators could ask their drivers to be mindful of passengers with limited vision. She reported an incident where an elderly gentleman had been waiting at a bus stop with his guide dog and had not been aware that his bus was approaching. The bus did not stop and when he reported this to Arriva, he was told it was because he had not put his arm out. This had happened on the route between Lepton and Huddersfield and Arriva asked for the gentleman's details so they could contact him.

Hospital Bus Services

Members expressed concern that there was now only an hourly service from Birstall to Dewsbury Hospital. They asked for this to be reviewed and highlighted that the reduced service had made it difficult for passengers who needed to travel from Birstall to catch the shuttle bus from the hospital to attend appointments at Pinderfields.

Carriage of Mobility Scooters on Public Transport

Mr Appleyard asked for clarification on the rail and bus operators' policies for the carriage of mobility scooters on their services.

It was noted that for buses the requirements were for scooters to be able to fit into the allocated wheelchair spaces on vehicles. However because of the varied sizes, most bus operators had a process where passengers could contact them in advance of travel and the scooters would be measured and approved for transit.

Transpennine Express advised that they operated a similar system which was publicised on their website but they encouraged passengers to book in advance where possible. Members were advised to contact WYCA if there were any issues regarding the carriage of scooters or wheelchairs.

Realtime Information

Mr Denton asked if operators could display cancelled services on the realtime screens in bus stations in the same way as rail stations displayed information. He reported an incident where 3 consecutive service 307s had been cancelled but although the information was available on the website, the displays at Huddersfield Bus Station had not shown the cancelled services. Members were advised that operators had been reminded of the facility to display messages and had been provided with the relevant contact numbers to report operational problems.

Councillor Smaje asked what systems were in place to correct faults on the real time system, particularly on Bank Holidays or out of office hours. She reported that on Easter Monday she had encountered a problem with a display at a bus stop and, as the realtime display was faulty, had used the 'yournextbus' facility. However she did not receive a response to her message until the next day and Councillor Smaje suggested that an out of hours contact number should perhaps be provided at bus stops.

23. MEMBER FEEDBACK

The Committee considered a report advising members of the feedback received at the meeting held on 13 January 2016 and to report the action taken.

At the last meeting members were consulted on Bus Stations and Local Communities and Future Consultation Items and the key points raised were outlined in the submitted report.

RESOLVED - That the report be noted.

24. INFORMATION REPORT

The Committee considered a report on information regarding current developments and issues affecting the Kirklees District.

Service Changes

It was noted that a number of changes were made to services in Bradford, Kirklees, Leeds and Wakefield at the end of February 2016 and details of the Kirklees changes were outlined in the submitted report. It was reported that a new service had been introduced to Birstall Retail Park and comment was made that there was no publicity at the Retail Park regarding the new 214 service.

Boxing Day Patronage

Members were advised that due to the adverse weather, patronage on Boxing Day services had fallen by 6% from the previous year. However it was noted that the services had still been popular and 54,833 passenger journeys had been made.

New Rail Franchises

Members were updated on the new Northern and TransPennine rail franchises which had commenced on 1 April 2016. It was noted that delivery of the franchises would be overseen by Rail North in partnership with the Department for Transport and the Committee welcomed the investment in new and additional rolling stock.

Smartcard and Information Programme

Members were updated on the projects being undertaken in the current phase of the Smartcard and Information Programme.

It was reported that a new “Day Saver” carnet was being launched and volunteers were being sought to test the new initiative prior to the launch later in the month. Members were asked to speak to officers at the close of the meeting if they were interested in taking part in the trial.

Bus Strategy

It was noted that work on the Single Transport Plan included updating the Bus Strategy to align bus service provision with economic and other policy objectives. Comments made through stakeholder engagement were being used to develop the Strategy document and would be used as the basis for the forthcoming public and stakeholder consultation, due over the summer period, and this was welcomed by members. It was requested that as much information as possible be made available for the consultation and members were advised that drop in sessions were being arranged where the public would have the opportunity to discuss any concerns and raise questions of individual interest and the impact in more detail.

Leeds City Region ‘Metro’ System

The Committee was advised of a study which had been commissioned to develop the case for a Leeds City Region ‘Metro’ which would be multi-modal in a way that was comparable with other European city region integrated transport networks. The study would be completed in the near future and would consider a range of public transport modes. This would then be followed with a more detailed study to take forward the preferred options.

Tour de Yorkshire 2016/Leeds Triathlon

Members noted that the Tour de Yorkshire was taking place between 29 April and 1 May 2016 and the Leeds Triathlon over the weekend of 11 and 12 June 2016. Members stressed the need to ensure that transport services were widely advertised well in advance for both events.

RESOLVED - That the report be noted.

25. CONSULTATION ITEMS

- (a) Road Side Displays Production Process**
- (b) Transport Focus Customer Research – Transport for the North**
- (c) Kirklees Safe Place Scheme**

Road Side Displays Production Process

At the last round of DCSC meetings one of the items suggested for future consultation had been for information on how things are organised behind the scenes in relation to putting timetables at stops and shelters.

The Committee was given a presentation on the range of functions undertaken by WYCA's Data Team and the process for production and installation of road side bus timetable displays.

Members were given the opportunity to provide feedback and comment was made that during recent road closures near Huddersfield Market, the bus stop displays were still showing real time even though they were out of use. It was suggested that messages be displayed advising passengers where their nearest stop was during disruption.

In response to a question from Councillor Lowe, the Committee was advised that surplus bus stops were usually removed after 3 months following any route changes. Members were asked to advise WYCA if they were aware of any locations with redundant bus stops.

Transport Focus Customer Research – Transport for the North

It was reported that in January 2016, Transport Focus had been commissioned by the Department for Transport to carry out customer research on current transport usage and smart ticketing across the North of England. Members were given a presentation on the results of the research and the following comments were made:

- London is now moving towards contactless ticketing – need to ensure that the North is going that way too.
- The transport spend per head is far less for the North than London and this needs addressing.
- Need to bear in mind that there are more areas in West Yorkshire than just Leeds.

Kirklees Safe Place Scheme

Following discussions and feedback at the last meeting, the Mencap co-ordinator for the Kirklees Safe Place Scheme, Samantha Jones, attended the meeting and gave an overview of the initiative which was designed to help vulnerable people, providing them with support when they were out and about in the community.

It was noted that there were 120 venues across Kirklees which had been made Safe Places including Huddersfield Bus Station. Posters had also been provided at the unstaffed bus stations in Batley and Cleckheaton and it was proposed to improve these and provide displays at other locations to direct people to the nearest safe place in that area.

Members welcomed the initiative and considered it should be developed further across West Yorkshire to include rail stations. It was noted that there was currently no co-ordination between the Districts and Councillor Firth suggested that there may be an opportunity for WYCA to facilitate a joined up approach and proposed that a presentation be made to WYCA Transport Committee.

Members were thanked for their comments and suggestions and were asked to forward any further comments on the questionnaire provided at the meeting or by email to: erica.ward@westyorks-ca.gov.uk.

RESOLVED – That members' feedback be noted.

**MINUTES OF THE MEETING OF THE
BRADFORD DISTRICT CONSULTATION SUB-COMMITTEE
HELD ON FRIDAY 6 APRIL 2016 AT CITY HALL, BRADFORD**

PRESENT: Councillor Michael Johnson (Chair)

WYCA TRANSPORT COMMITTEE

T Salam

BRADFORD MDC

R Jamil

PUBLIC REPRESENTATIVES

Jane Gibbon

Fred Gilbert

Andrew Jewsbury

Peter Ketley

Gordan Lakin

Gareth Logan

Graham Peacock

Barry Rigg

Rosie Watson

Andrew Wowk

Also in attendance:-

C Lister - Arriva Yorkshire

K Sharrock - First

P Jolly - Transdev (Keighley & District)

Councillor G Dixon - Baildon Parish Council

J Anderson - Friends of Baildon Station

C Rickaby - Observer

19. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Ellis, A Hussain, H Khan and R Poulsen, public representatives J Prestage and K Renshaw and C Booth of Transdev (Keighley & District).

20. MINUTES

Item 15 - Market Street Bus Shelters - Councillor Salam expressed his concerns about the shelters on Market Street and how approaching bus drivers continued to be confused by the lack of stop/service numbers at the site. It was reported that officers of WYCA continued to investigate a resolution to this problem.

RESOLVED - That the minutes of the meeting held on 15 January 2016 be noted.

21. QUESTION AND ANSWER SESSION

Members were invited to raise questions with a focus on matters of wider interest and a time limited question and answer session was held. The following issues were raised.

Friends of Baildon Station Presentation

The Committee was addressed by Councillor Gill Dixon of Baildon Parish Council and John Anderson of Friends of Baildon Station (FoBS) in order to bring to members and WYCA's attention their improvement plan for the development of Baildon rail station. It was noted that Baildon consisted of 16,000 residents and families and that the area's population continued to grow. The station was only two stops away from Leeds yet it had no direct trains to the city. FoBS was keen that Baildon be included in any plans or discussions that involved the improvement of the Wharfedale line. The function of the station was important to the area and in order to make use of the station's prospects and for it to contribute towards the rail network infrastructure investment was needed. FoBS confirmed that 19 bus services per day could actively access the station, although this would require alterations to the site. The Committee was advised that Northern Rail had been in discussion with FoBS and had been positive in short and long term aspirations for the station regarding capacity and usage. Councillor Dixon and Mr Anderson advised that should there be in the future a rail link from Bradford to Leeds Bradford International Airport it was worth noting that the service would use the line serving Baildon. In this respect, they commented that the more use the line received the stronger the business case for the link would become. FoBS asked the Committee and WYCA for support to prioritise investment to Baildon station and to be included in future planning aspirations. The Committee was thanked for its time.

In response, it was acknowledged that although WYCA did not manage rail stations, it was hopeful that FoBS could work with the new rail franchisee, Arriva, in achieving its aspirations, as funding had been set aside for station improvements across the North of England within the new franchise. It was further confirmed that there was scope for the 'friends' group to take advantage of the enhanced arrangements for Community Rail within the new franchise. The Chair and the Committee thanked Councillor Dixon and Mr Anderson for their presentation.

Bradford City Bus

It was reported that although the Bradford City Bus service had recently changed to operate every 15 minutes, there was no updated scheduled timetable information located at the Bradford Interchange and possibly other stops along the route. This was causing confusion to passengers and WYCA officers agreed to investigate further.

22. MEMBER FEEDBACK

The Committee considered a report advising members of the feedback received at the meeting held on 15 January 2016 and to report the action taken.

At the last meeting members were consulted on Bus Stations and Local Communities and Future Consultation Items and the key points raised were outlined in the submitted report.

Bus Shelter on Sunbridge Road - Visibility of Real Time Display

Mr Jewsbury clarified that shelter S3 on Sunbridge Road contained the 'obscured real time screen'.

Manchester Road Guideway - Pedestrian Crossings

Further to the request to refresh road markings at the above location, Councillor Salam asked that consideration also be given to improving the audible warning system, as members of the public experienced difficulty in hearing it due to the noise of traffic.

RESOLVED - That the report be noted.

23. INFORMATION REPORT

The Committee considered a report on information regarding current developments and issues affecting the Bradford District.

Service Changes

It was noted that a number of changes were made to services in Bradford, Kirklees, Leeds and Wakefield at the end of February 2016 and those affecting the Bradford district were outlined in the submitted report.

Boxing Day Patronage

Members were advised that due to the adverse weather, patronage on Boxing Day services had fallen by 6% from the previous year. However it was noted that the services had still been popular and 54,833 passenger journeys had been made.

Low Moor Rail Station

The Committee was updated on progress with the development of Low Moor Rail Station. It was reported that an unrecorded mine shaft had been discovered which had required extensive treatment and completion was currently programmed for late Summer.

Apperley Bridge

It was reported that use of the new station had been greater than forecast following its opening in December 2015 and passenger and vehicle counts and surveys were to be carried out to establish how the availability of the station had changed their travel habits.

New Rail Franchises

It was reported that the new Northern and TransPennine rail franchises had commenced on 1 April 2016 and delivery of the franchises would be overseen by Rail North in partnership with the Department for Transport.

HS2 and Leeds Station Update

Members were updated on and noted the detail of the continued development work of the 'Yorkshire Hub' single integrated HS2 and classic rail station in Leeds. It was expected that an announcement on the final design for HS2 Phase 2 would be made by the Secretary of State in September 2016.

Transpennine Route Upgrade and Hendy Review

It was reported that Network Rail had published their Enhancement Delivery Plan (EDP) in January 2016 and confirmed that no elements had been deleted from the full Transpennine Route Upgrade. However full delivery was not expected until 2022. Some works could potentially be completed ahead of this date including capacity and line speed upgrades.

West Yorkshire plus Transport Fund

The Committee was provided with an update on the Transport Fund programme and recent developments were highlighted in the submitted report.

Smartcard and Information Programme

Members were updated on the projects being undertaken in the current phase of the Smartcard and Information Programme.

It was reported that a new "Day Saver" carnet was being launched and volunteers were being sought to test the new initiative prior to the launch later in the month. Members were asked to speak to officers at the close of the meeting if they were interested in taking part in the trial.

Extension of Concessionary Fares to 16-18 Year Olds

It was reported that WYCA had extended the Young Persons Concessionary Travel Scheme to include all 16 to 18 years olds which would help more young people access apprenticeships, training places and employment opportunities. A marketing

and promotion campaign had been undertaken and there had been a positive response to the new concession.

MetroLine Webchat

Members were advised that web chat had now been added to the wymetro.com and M-Card.co.uk web sites. Advisors would be available for web chat all day Saturday and Sunday and between 9 am and 4 pm and after 6 pm on Monday to Friday.

Single Transport Plan

It was reported that the Single Transport Plan was being developed in alignment with the objectives and timescales for the refresh of the Single Economic Plan (SEP). Consultation on the draft vision and principles for the Single Transport Plan had been carried out with stakeholders in November 2015 and further consultation with stakeholders and members of the public would be held over the summer period.

Bus Strategy

It was noted that work on the Single Transport Plan included updating the Bus Strategy to align bus service provision with economic and other policy objectives. Comments made through stakeholder engagement were being used to develop the Strategy document which would be used as the basis for the forthcoming public and stakeholder consultation over the summer period.

Discussions ensued regarding the importance of communicating information to passengers, as this was key to encouraging more use of bus services.

Leeds City Region 'Metro' System

The Committee was advised of a study which had been commissioned to develop the case for a Leeds City Region 'Metro' which would be multi-modal in a way that was comparable with other European city region integrated transport networks. The study would be completed in the near future and would consider a range of public transport modes. This would then be followed with a more detailed study to take forward the preferred options.

Leeds Bradford Airport Public Transport Access

It was reported that WYCA had commissioned a further study of public transport access options to Leeds Bradford Airport and details were outlined in the submitted report. It was noted that further work would be required to develop the investment business case for a preferred option and WYCA would work closely with the airport and partners to examine the feasibility, benefits, costs and funding of the viable options.

Share North Interreg Funding

Members were advised that WYCA, along with several European partners, had secured funding through the European Union's Interreg North Sea Region programme. The funding would enable the West Yorkshire Travel Plan Network team to continue to work closely with businesses to promote sustainable transport options. This would include car and bike sharing, walking and public transport which would contribute towards reducing congestion and improving air quality in the region.

City Connect Cycle Superhighway

It was anticipated that work on the cycle superhighway would be completed by the end of April 2016. Parking enforcement on the route would begin in early May and a programme of events was being planned for the launch of the scheme. Consultation would commence later in the year on Phase 2 of the CityConnect projects which were currently in the planning and development stage.

A query was made regarding junction management on the Leeds to Bradford route where the cyclist must give way to traffic from the side road. It was agreed that further details regarding the nature of this arrangement would be reported to the next meeting of the Committee.

Clean Bus Technology Fund

It was reported that WYCA had been successful in securing funding from the Department for Transport to retrofit AccessBuses with new technology to reduce exhaust emissions. An overall refurbishment of the vehicles would also be undertaken including the provision of CCTV and driver performance management systems.

Annual Market Research Tracker Survey 2015

The Committee noted the results of WYCA's annual market research tracker survey 2015 which were outlined in the submitted report and were similar to the previous year's results. The survey had asked questions on perceptions of information provision, bus and rail services, stations, bus stops and shelters. The survey had also asked for feedback on assets such as highways, street lighting, cycle paths, pavements, cycle parking and other features such as levels of congestion, affordability of driving and public transport.

Tour de Yorkshire 2016

Members noted the details of the Tour de Yorkshire which was taking place between 29 April - 1 May 2016.

RESOLVED -

(a) That the report be noted.

- (b) That details concerning the junction management of the City Connect Cycle Superhighway be submitted to the next meeting of the Committee.

24. CONSULTATION ITEMS

(a) Road Side Displays Production Process

(b) Transport Focus Customer Research – Transport for the North

Road Side Displays Production Process

At the last round of DCSC meetings one of the items suggested for future consultation had been for information on how things are organised behind the scenes in relation to putting timetables at stops and shelters.

The Committee was given a presentation on the range of functions undertaken by WYCA's Data Team and the process for production and installation of road side bus timetable displays.

Transport Focus Customer Research – Transport for the North

It was reported that in January 2016, Transport Focus had been commissioned by the Department for Transport to carry out customer research on current transport usage and smart ticketing across the North of England. Members were given a presentation on the results of the research and the following comments were made.

- Current arrangements of multi-agency do not work. Transport for the North and Northern Powerhouse need to take this on board. The difficulties faced in terms of providing integrated ticketing are not due to technology, but the way in which the various agencies and providers operate.
- Need to make ticketing attractive to people to use public transport, for example, capping tickets, making the price more affordable, flat rate.

Members were thanked for their comments and suggestions and were asked to forward any further comments on the questionnaire provided at the meeting or by email to: erica.ward@westyorks-ca.gov.uk.

RESOLVED - That members' feedback be noted.

**MINUTES OF THE MEETING OF THE
CALDERDALE DISTRICT CONSULTATION SUB-COMMITTEE
HELD ON TUESDAY 12 APRIL 2016 AT THE TOWN HALL, HALIFAX**

PRESENT: Councillor Dan Sutherland (Chair)

**WYCA TRANSPORT
COMMITTEE**

David Kirton

PUBLIC REPRESENTATIVES

Myra James
Peter Melling
John Myddelton

John Sheppard
Peter Stocks
John Sykes
John Whiteley

CALDERDALE MC

Janet Battye
Barry Collins
Dot Foster
Rob Holden
Jenny Lynn

Also in attendance:-

N Walsh	-	T J Walsh
P Myers	-	Northern
P Stubbs	-	Calderdale MC
J Marshall	-	Calderdale MC

19. APOLOGIES FOR ABSENCE

There were no apologies for absence.

20. MINUTES

RESOLVED – That the minutes of the meeting held on 12 January 2016 be noted.

21. QUESTION AND ANSWER SESSION

Members were invited to raise questions with a focus on matters of wider interest and a time limited question and answer session was held. The following issues were raised:

Announcements at Halifax Rail Station

Mr Melling reported that announcements could not be heard in the waiting room at Halifax Rail Station and investigations would be made to see if any improvements could be made to the sound levels.

Flooding in Calderdale

At the last meeting members had discussed the disruption to public transport as a result of the flooding in the Calderdale district and other parts of Yorkshire. Mr Myddelton asked whether Mr Myers was able to report the reasons why Northern had been unable to arrange for the non-stopping rail services, which had continued to operate during the December floods, to call at Sowerby Bridge when all the local trains had been cancelled. In response Mr Myers commented that Northern could not automatically call the express services at Sowerby Bridge when the stopping service was degraded because of restrictions along the route. However he did assure members that this would be done where possible and advised that during the floods Northern had stopped all trains at both stations once the situation had become clearer. The Committee acknowledged the much valued help and support Northern had provided to the communities in Calderdale during the floods and it was suggested that a meeting be arranged with Calderdale Council, Northern and the WYCA rail team to consider contingency plans in the event of future emergencies.

Elland

Members reiterated their desire for a transport hub in Elland. It was reported that a strong business case would need to be prepared although at the present time there was no available funding to develop a scheme.

Councillor Collins advised the Committee of proposals to establish a partnership board for Elland which would involve representatives from the community and the Council. The new board would focus on a local plan for the next 15 years which would include housing and transport needs.

22. MEMBER FEEDBACK

The Committee considered a report advising members of the feedback received at the meeting held on 12 January 2016 and to report the action taken.

At the last meeting members were consulted on Bus Stations and Local Communities and Future Consultation Items and the key points raised were outlined in the submitted report.

Members were advised that the Hail and Ride service was now operating via Todmorden Health Centre and they had been provided with a stock of timetables which highlighted the new facility.

RESOLVED - That the report be noted.

23. INFORMATION REPORT

The Committee considered a report on information regarding current developments and issues affecting the Calderdale District.

Service Changes

Members welcomed the award of service 900/901 linking Huddersfield and Hebden Bridge to TLC Travel, particularly as they would be operating new Euro 6 buses on the route. It was suggested that the benefits of the new vehicles should be publicised.

Boxing Day Patronage

Members were advised that due to the adverse weather, patronage on Boxing Day services had fallen by 6% from the previous year. However it was noted that the services had still been popular and 54,833 passenger journeys had been made.

New Rail Franchises

It was reported that the new Northern and TransPennine rail franchises had commenced on 1 April 2016 and delivery of the franchises would be overseen by Rail North in partnership with the Department for Transport.

Smartcard and Information Programme

Members were updated on the projects being undertaken in the current phase of the Smartcard and Information Programme.

It was reported that a new "Day Saver" carnet was being launched and volunteers were being sought to test the new initiative prior to the launch later in the month. Members were asked to speak to officers at the close of the meeting if they were interested in taking part in the trial.

Extension of Concessionary Fares to 16-18 Year Olds

Members welcomed the extension of the Young Persons Concessionary Travel Scheme to include all 16 to 18 years olds which would help more young people access apprenticeships, training places and employment opportunities. A marketing and promotion campaign had been undertaken and there had been a positive response to the new concession.

Bus Strategy

It was noted that work on the Single Transport Plan included updating the Bus Strategy to align bus service provision with economic and other policy objectives. Comments made through stakeholder engagement were being used to develop the Strategy document which would be used as the basis for the forthcoming public and stakeholder consultation over the summer period.

RESOLVED - That the report be noted.

24. CONSULTATION ITEMS

(a) Road Side Displays Production Process

(b) Transport Focus Customer Research – Transport for the North

(c) Halifax Town Centre Improvements

Road Side Displays Production Process

At the last round of DCSC meetings one of the items suggested for future consultation had been for information on how things are organised behind the scenes in relation to putting timetables at stops and shelters.

The Committee was given a presentation on the range of functions undertaken by WYCA's Data Team and the process for production and installation of road side bus timetable displays.

The Committee was given the opportunity to provide feedback and the following comments were made:

- The Quick Response Codes (QR Codes) and Near Field Communication (NFC) Tags on bus timetables should be repositioned as in some circumstances they were obstructing some of the information.
- Road side displays can be confusing. They need to be accurate and easy to understand.
- The information provided is good but needs to be more user friendly.
- Confusing when a route is served by more than one operator and have different timetables.

Transport Focus Customer Research – Transport for the North

It was reported that in January 2016, Transport Focus had been commissioned by the Department for Transport to carry out customer research on current transport usage and smart ticketing across the North of England. Members were given a presentation on the results of the research and the following comments were made:

- Simplify the process and make it easier to travel across the North, including cross boundary ticketing.
- Make it easier to find way to/from destinations ie. how to do your journey, the cost and length of time it will take.
- Need to be able to buy one ticket to get from (a) to (b).
- Interesting topic and perhaps a separate meeting would be useful.
- Look at things from a user's point of view.

Halifax Town Centre Scheme

The Committee was given a presentation by Jenny Marshall from Calderdale Council which provided an overview and timescale for each phase of the proposed Halifax Town Centre scheme.

Members discussed Phase 2 of the scheme which included the proposed highway interventions to create a bus box around the town centre, station access improvements and bus interchange/hubs. With regard to the proposal to divert buses around the town centre, comment was made that this would not benefit passengers, particularly the elderly, infirm and those who relied on public transport to take them to and from the shops. It was noted that further feasibility work was being undertaken, engagement and dialogue would continue with stakeholders and consultation would commence in May 2016.

It was suggested that members be given the opportunity to discuss Phase 2b, Northern Gateway and Bus Interchange/Hubs at a future meeting of the Committee.

Members were thanked for their comments and suggestions and were asked to forward any further comments on the questionnaire provided at the meeting or by email to: erica.ward@westyorks-ca.gov.uk.

RESOLVED – That members' feedback be noted.

**MINUTES OF THE MEETING OF THE
WAKEFIELD DISTRICT CONSULTATION SUB-COMMITTEE
HELD ON THURSDAY 14 APRIL 2016 AT COUNTY HALL, WAKEFIELD**

PRESENT: Councillor Glyn Lloyd

WAKEFIELD MDC

M Graham
L Makin
J Williams

PUBLIC REPRESENTATIVES

J Churms B Fruish
B Darlison D Pattinson

Also in attendance:-

A Walter - Arriva Yorkshire
P Myers - Northern

20. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor M Ward and public representatives N Ashton, P Blackburn, B Cooper and M Dalton.

21. MINUTES

RESOLVED – That the minutes of the meeting held on 21 January 2016 be noted.

22. QUESTION AND ANSWER SESSION

Members were invited to raise questions with a focus on matters of wider interest and a time limited question and answer session was held. The following issues were raised.

Incorrect Timetable Information at Bus Stop B1 - Bank Street, Castleford

It was reported that although the new Service 184 began operation on 22 February 2016 no timetabling information about it had been installed at the bus stop (B1)

located on Bank Street, Castleford. A new timetable case had been installed at the stop and information relating to 5 of the 11 services that utilised the stop had been placed within it. This was causing confusion to passengers and it was agreed that remedial action would be undertaken to rectify the problem.

Incomplete Timetabling Information - Stand G - Castleford Bus Station

Members advised that the timetable information for Service 183 at Stand G of Castleford bus station was incorrect, as it did not include school holiday services.

It was agreed to resolve this issue as well as inviting an officer from WYCA's Passenger Information Team to attend the next meeting of the Committee in order to discuss the issues surrounding timetable information, its production and installation.

Safeguard Training of Bus Drivers

Councillor Graham queried whether bus drivers were subject to CRB checks and safeguard training similar to taxi service providers. In response, it was advised that CRB checks were undertaken on drivers whose driving role predominantly involved the carriage of children/young adults. WYCA worked closely with authorities in this regard and presently held a data share agreement with Wakefield Council. It was further reported that all staff employed at WYCA owned bus stations undertook safeguarding/awareness training, as this was indeed a priority for WYCA. In further response, Mr Walters of Arriva advised that he would raise the matter with the company's training school to ensure that this was part of driver training.

Comment was made that safeguarding was a priority in situations whereby a passenger might find him/herself with no money to be able to travel. It was confirmed that through WYCA's Operator Group there was an agreement in place between operators that should a vulnerable passenger be unable to fund their journey they would be allowed to travel for safe guarding reasons.

Castleford Subway

Mrs Fruish made reference to the proposed remedial works to the subway, which were planned for completion in 2018. She commented that the subway was the worst area of Castleford and that to wait until 2018 for issues surrounding it to be resolved was not good enough.

23. MEMBER FEEDBACK

The Committee considered a report advising members of the feedback received at the meeting held on 21 January 2016 and to report the action taken.

At the last meeting members were consulted on Bus Stations and Local Communities and Future Consultation Items and the key points raised were outlined in the submitted report.

Service 183

It was noted that, although a later service was operated by CT Plus at 2.50 pm from Pontefract via half Acres estate, Castleford, if a passenger missed the 11.58 am from Pontefract he/she would have nearly three hours to wait for the 'later' service.

RESOLVED - That the report be noted.

24. INFORMATION REPORT

The Committee considered a report on information regarding current developments and issues affecting the Wakefield District.

Service Changes

It was noted that a number of changes were made to services in Bradford, Kirklees, Leeds and Wakefield at the end of February 2016 and those affecting the Wakefield district were outlined in the submitted report.

In respect of the concerns previously raised in respect of bus services in Ackworth, it was reported that no bids had been received from operators to provide an improved service to Lower Ackworth. In this respect, WYCA was investigating the possibility of funding the operation of a tendered service to the area and further information would be provided to a future meeting of the Committee. In the meantime, M Travel would provide a supporting Saturday service (9.16 am) from the Larkin Estate, Lower Ackworth to Pontefract.

Boxing Day Patronage

Members were advised that due to the adverse weather, patronage on Boxing Day services had fallen by 6% from the previous year. However, it was noted that the services had still been popular and 54,833 passenger journeys had been made.

South Elmsall Bus Station

It was reported that the detailed design had been completed and the construction works would shortly be put out to tender.

Castleford Bus Station

The Committee congratulated WYCA for the Silver award received for Castleford Bus Station in the category for Local Authority Bus Project of the Year at the UK Bus

Awards 2015. It was reported that the bus station had also been shortlisted for the RICS Pro Yorkshire Awards 2016 in the Community Benefit category.

Castleford Bus Station Retail Unit

Members were advised that Greggs had taken on the tenancy of the retail unit at Castleford Bus Station, providing a café and takeaway facilities.

Stand Allocation at Castleford and Pontefract Bus Stations

It was reported that WYCA was working with operators to resolve the stand allocation issues at Castleford and Pontefract bus stations following the implementation of the service changes in February 2016.

New Rail Franchises

It was reported that the new Northern and TransPennine rail franchises had commenced on 1 April 2016 and delivery of the franchises would be overseen by Rail North in partnership with the Department for Transport.

HS2 and Leeds Station Update

Members were updated on and noted the detail of the continued development work of the 'Yorkshire Hub' single integrated HS2 and classic rail station in Leeds. It was expected that an announcement on the final design for HS2 Phase 2 would be made by the Secretary of State in September 2016.

Transpennine Route Upgrade and Hendy Review

It was reported that Network Rail had published their Enhancement Delivery Plan (EDP) in January 2016 and confirmed that no elements had been deleted from the full Transpennine Route Upgrade. However full delivery was not expected until 2022 although some upgrades could potentially be completed by 2019 which were expected to include capacity and line speed upgrades.

West Yorkshire plus Transport Fund

The Committee was provided with an update on the Transport Fund programme and recent developments were highlighted in the submitted report.

Smartcard and Information Programme

Members were updated on the projects being undertaken in the current phase of the Smartcard and Information Programme.

It was reported that a new "Day Saver" carnet was being launched and volunteers were being sought to test the new initiative prior to the launch later in the

month. Members were asked to speak to officers at the close of the meeting if they were interested in taking part in the trial.

Extension of Concessionary Fares to 16-18 Year Olds

It was reported that WYCA had extended the Young Persons Concessionary Travel Scheme to include all 16 to 18 years olds which would help more young people access apprenticeships, training places and employment opportunities. A marketing and promotion campaign had been undertaken and there had been a positive response to the new concession.

MetroLine Webchat

Members were advised that web chat had now been added to the wymetro.com and M-Card.co.uk web sites. Advisors would be available for web chat all day Saturday and Sunday and between 9 am and 4 pm and after 6 pm on Monday to Friday.

Single Transport Plan

It was reported that the Single Transport Plan was being developed in alignment with the objectives and timescales for the refresh of the Single Economic Plan (SEP). Consultation on the draft vision and principles for the Single Transport Plan had been carried out with stakeholders in November 2015 and further consultation with stakeholders and members of the public would be held over the summer period.

Bus Strategy

It was noted that work on the Single Transport Plan included updating the Bus Strategy to align bus service provision with economic and other policy objectives. Comments made through stakeholder engagement were being used to develop the Strategy document which would be used as the basis for the forthcoming public and stakeholder consultation over the summer period.

Leeds City Region 'Metro' System

The Committee was advised of a study which had been commissioned to develop the case for a Leeds City Region 'Metro' which would be multi-modal in a way that was comparable with other European city region integrated transport networks. The study would be completed in the near future and would consider a range of public transport modes. This would then be followed with a more detailed study to take forward the preferred options.

Share North Interreg Funding

Members were advised that WYCA, along with several European partners, had secured funding through the European Union's Interreg North Sea Region programme. The funding would enable the West Yorkshire Travel Plan Network

team to continue to work closely with businesses to promote sustainable transport options. This would include car and bike sharing, walking and public transport which would contribute towards reducing congestion and improving air quality in the region.

Annual Market Research Tracker Survey 2015

The Committee noted the results of WYCA's annual market research tracker survey 2015 which were outlined in the submitted report and were similar to the previous year's results. The survey had asked questions on perceptions of information provision, bus and rail services, stations, bus stops and shelters. The survey had also asked for feedback on assets such as highways, street lighting, cycle paths, pavements, cycle parking and other features such as levels of congestion, affordability of driving and public transport.

Tour de Yorkshire 2016

Members noted the details of the Tour de Yorkshire which was taking place between 29 April - 1 May 2016.

RESOLVED - That the report be noted.

25. CONSULTATION ITEMS

(a) Road Side Displays Production Process

(b) Transport Focus Customer Research - Transport for the North

Road Side Displays Production Process

At the last round of DCSC meetings one of the items suggested for future consultation had been for information on how things are organised behind the scenes in relation to putting timetables at stops and shelters.

The Committee was given a presentation on the range of functions undertaken by WYCA's Data Team and the process for production and installation of road side bus timetable displays.

Transport Focus Customer Research – Transport for the North

It was reported that in January 2016, Transport Focus had been commissioned by the Department for Transport to carry out customer research on current transport usage and smart ticketing across the North of England. Members were given a presentation on the results of the research and the following comments were made.

- Integrated ticketing was a big challenge particularly in respect of the technology required to ensure the different operating systems ran effectively and efficiently.

- It was important to maintain a cash system in order to accommodate those passengers who did not own nor utilise the necessary technology to use smart ticketing.

Members were thanked for their comments and suggestions and were asked to forward any further comments on the questionnaire provided at the meeting or by email to erica.ward@westyorks-ca.gov.uk.

RESOLVED - That members' feedback be noted.