

SOUTH YORKSHIRE INTEGRATED TRANSPORT AUTHORITY**06 JUNE 2013**

PRESENT: Councillor M Jameson (Chair)
 Councillors: L Bramall, I Auckland, J Dunn, B Johnson, A Jones, G Kyte,
 D Leech, D Nevett, T Rippon, R Russell and G Smith

H Brier, M McCarthy, S Pick and C Tyler (South Yorkshire Joint
 Secretariat)

T Belshaw, N Chadwick, J Smart, B Still and D Young (South Yorkshire
 Passenger Transport Executive)

F Adams and A Kemp (South Yorkshire LTP Partnership)

P Bray (Barnsley MBC), T Finnegan-Smith (Rotherham MBC), N Firth
 (Doncaster MBC) and D Proctor (Sheffield CC)

1 **APOLOGIES.**

None.

2 **ANNOUNCEMENTS.**

T Belshaw provided Members with an update regarding Supertram rail replacement. It was noted that work will be beginning next month (July) and be phased over several years with the most affected sections prioritised. Where possible, works will be undertaken at quieter times to minimise impact and replacement bus services will be in operation. It was further noted that Supertram will be offering a special megarider ticket to keep the tram offer attractive during the works.

It was noted that recent innovations introduced following customer feedback as part of the 'you said we did' initiative include 2 new bus stops on Moorcroft Road in Sheffield, improved signage at Rotherham Interchange and road markings at Meadowhall.

D Young informed Members that the Tram-Train project has been shortlisted for a rail award. Whether the project has been successful will be confirmed on 26th June.

3 **URGENT ITEMS.**

None.

4 **ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS.**

None.

5 **DECLARATIONS OF INTEREST BY INDIVIDUAL MEMBERS IN RELATION TO ANY ITEM OF BUSINESS ON THE AGENDA.**

None.

6 REPORTS FROM AND QUESTIONS BY MEMBERS.

The Chair confirmed that he attended the recent inaugural meeting of the Sheffield City Region Local Transport Board. Cllr Steve Houghton (Barnsley MBC) was appointed Chair of the Board and Cllr Eoin Watts (Bolsover DC) Vice-Chair.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 9 MAY 2013

J Smart noted that on behalf of Members, he had approached the TravelMaster panel to convey the Authority's objections to the geographical scope of the child's £2 summer fare pilot. However, it was noted that the panel members have decided they are not mindful to extend the scope beyond Sheffield, citing financial risk and due to the pilot being based on the existing city wide day ticket which is only available in Sheffield.

Members questioned what could be learnt from such a limited pilot and suggested the data would not be of use in developing new initiatives for young people who have to catch a succession of buses to reach key destinations, particularly from outlying areas.

J Smart confirmed that the panel had been made aware of the strength of feeling conveyed by the Authority and that pressure would be maintained to encourage the undertaking of trials in more areas.

RESOLVED – That the minutes of the meeting of the Authority held on 9th May be considered to be an accurate record of the meeting.

8 LTP3 CAPITAL PROGRAMME 2012/13 DELIVERY

A report of the South Yorkshire LTP Partnership was presented to update Members on progress relating to the annual delivery of the 2012/13 LTP capital programme.

It was confirmed that of the £14,468,875 available from the IT block (£2,466,875 carry over plus £12,002,000 settlement), £12,523,279 was recorded as spent at year end, equating to an 86.5% level of spend. Considering the districts individually, Barnsley, Doncaster and Rotherham spent 95%+ of their respective allocations; however delivery in Sheffield has been delayed due to new internal claims processes and the alignment of the LTP programme to the Streets Ahead programme.

Consideration was given to what protocols might be introduced to administer any residual South Yorkshire LTP funding after the theoretical end of the current LTP period and the instauration of the new SCR Combined Authority / Local Transport Board arrangements. B Still noted that the assumption is that funds will remain with South Yorkshire LTP Partners and spent in South Yorkshire, however, efforts will be made to minimise all potential underspend and deliver the programmes and outputs agreed with DfT.

F Adams noted that the mid-term delivery review will be an essential mechanism for identifying any programme changes required to mitigate potential underspend. It was confirmed that the findings of the review will be reported to the October ITA meeting.

These will set out clear recommendations to deal with any reported issues that could impact on the effective delivery of all programmes.

An explanation of why an additional £1m was brought forward to 2012/13 for expenditure against the FARRRS project was provided. It was confirmed that this was to fund Doncaster MBC's additional preparatory cost requirements and will be reconciled by Doncaster corporate finance as part of the 2013/14 programme.

Members suggested that the provision of additional information in respect of each scheme's 'milestones' would help better understanding of what delivery blockages might be being experienced. It was noted that this information is collated by the LTP Central Team in conjunction with the lead scheme sponsors but isn't included in the summary ITA reports. Such information may be provided as required.

RESOLVED – That Members

- i) Note and endorse the final allocations for the 2012/13 LTP Capital Programme, as set out in Appendix A of the report;
- ii) Note the spend and final annual delivery profiles, as set out in Appendix A of the report, including those projects which significantly diverged from programme, i.e. those which have been given an overall RED rating, for which explanations and follow-up actions are detailed in paragraphs 3.7 to 3.16.
- iii) Approve the latest programme allocation changes for the 2012/13 LTP Capital Programme, as detailed in Appendix B.

9 LSTF 2012/13 ANNUAL REVIEW

A report of the South Yorkshire LTP Partnership was presented to update members on progress relating to the delivery of the 2012/13 South Yorkshire LSTF Key Component and Main programmes.

It was noted that overall good progress is being made on schemes within the Key Component. Spend / claim levels have accelerated over the last two quarter periods, such that of the £1.8m allocated in 2012/13, almost £1.7m had been spent / claimed by 31 March 2013 – representing 90% of the Key Component allocation for the year.

However, as has been previously reported to members, much slower progress has been made on the Main LSTF Programme. Although circa £6.8m was allocated to the Main Bid Programme in 2012/13, less than £1.7m was spent / claimed by 31 March 2013 – representing 25% of the year's allocation.

It was noted that scheme lead officers are reporting that progress is being made and that delays / carry overs should be alleviated during the first half of the 2013/14 programme. Lead officers have also been asked to provide updated delivery milestones and spend profiles for the 2013/14 programmes in order that detailed assessments can be undertaken as part of the mid-term review, whilst also considering what alternate, deliverable activity might be introduced to replace under-delivering schemes. It was confirmed that the LSTF outputs agreed with DfT will be adhered to and any potential changes will be discussed prior to programmes being amended.

It was questioned whether underspend in respect of the LSTF Young Persons' Travel Planning scheme might fund a widened TravelMaster pilot. It was suggested that in this instance this would not meet DfT's 'increasing access to employment and training' criteria but this is a good example of the types of ideas which will be considered as part of the mid-term review.

RESOLVED – That Members approve the latest LSTF allocation and spend profiles as set out in Appendix A and Appendix B of the report

10 WEBCASTING

A report of the Clerk and Treasurer was presented requesting consideration of the renewal of the contract to webcast the Authority's meetings for a further year.

Members were informed that the current webcasting contract expires on 29 June 2013 and each of the Joint Authorities, and the Police and Crime Commissioner, are being asked to renew the contract for a further year, with the pro-rata cost to each Authority and the Commissioner based on number of viewings and actual minutes webcast over the past year.

It was noted that the renewal will need to be agreed by all parties; otherwise the costs may be untenable.

Members considered the merits and disadvantages of webcasting, noting how the system can provide openness and transparency to the democratic process whilst acknowledging the competing financial pressures.

A majority of Members voted in favour of the renewal of the contract. Councillors Russell and Smith voted against.

RESOLVED – That the webcasting contract be renewed subject to the agreement of the other 3 parties.

11 PUBLIC TRANSPORT ACTION PLAN 2013/14 REFRESH

A report was presented seeking the Authority's approval to publish the Public Transport Action Plan (PTAP).

Members were reminded that the PTAP is a 'live' document owned by the Public Transport Board (PTB) which is made up of representatives from the South Yorkshire Passenger Transport Executive (SYPTTE), South Yorkshire districts, public transport operator partners and Network Rail. It sets out the actions that the PTB will deliver to achieve the public transport related policies of the SCR Transport Strategy.

It was noted that the updated plan includes revisions in respect of high speed rail, rail devolution, tram train, bus partnerships, the City Deal and the SCC Streets Ahead programme.

RESOLVED – That the Public Transport Action Plan be approved for publication

12 CORPORATE BUSINESS PLAN

A report was presented seeking approval for the draft 2013/14 SYPTTE Business Plan.

It was noted that each financial year, SYPTTE produces a Business Plan setting out what interventions it will deliver to improve public transport, focussed on the agreed key delivery priorities. It was noted that this year's plan is set against a backdrop of further savings and in preparation for the implementation of the Combined Authority.

Members requested that where possible and appropriate, plans be made available by electronic means to reduce printing requirements.

It was noted that in addition to the public transport focus of the SYPTTE Business Plan, there is a suite of LTP action plans which determine activity in respect of the other Transport Strategy objectives e.g. safer roads, congestion, air quality, freight etc. It was agreed to provide these to members for information and address any arising questions accordingly.

RESOLVED – That:

- i) Members approve the overall content of the 2013/14 SYPTTE Business Plan.
- ii) The LTP Central Team will provide Members with access to the full suite of Transport Strategy related action plans.

13 SHEFFIELD BUS PARTNERSHIP PERFORMANCE REPORT

A report was presented to brief Members on how the Sheffield Bus Partnership (SBP) has performed during the second quarter and over the first twenty two weeks since the launch in October 2012.

It was suggested that the highlight trend is in respect of punctuality which is now significantly outperforming its pre-partnership level and has been for the last three months. A reduction in complaints has been experienced and satisfaction rates in Sheffield have improved. It was noted that patronage has not improved but the adverse weather during the period covered by the report is a likely effect and this situation will be monitored.

To react to any unexpected changes in travel patterns which may develop as a consequence of the opening of the new Sheffield Markets, it was noted that an extra network change window has been pencilled in for April, 2014, and it was agreed to delay the 2013 annual September change to the end of October.

Progress on partnership discussions in Rotherham was reported. It was also noted that discussions with the Mayor of Doncaster have commenced regarding the potential development of a Doncaster Bus Partnership. Updates will be reported to the Authority.

Members welcomed the report and suggested that future reports should also reference absolute numbers to help put the percentage figures in context.

It was noted that punctuality rates are not necessarily representative of how many occasions no bus turns up at all. Such information would also be useful.

Members reiterated their concerns regarding idling at stops. It was noted that whilst this is sometimes consequent of needing to have timetables that are flexible enough to accommodate seasonal variations in traffic levels and therefore journey times, optimum scheduling balances continue to be sought.

RESOLVED - That the ITA note the performance of the Sheffield Bus Partnership and approve the change to the service change dates agreed under the Sheffield Bus Partnership Agreement.

That the ITA requests a Quarter 3 report due to the patronage trend reported in Quarter 2.

14 PASSENGER FOCUS RESULTS - BUS AND RAIL

A report was presented, the purpose which was to brief ITA Members on how the bus and rail services are performing in South Yorkshire based on the latest national Passenger Focus customer satisfaction surveys.

Members were reminded that Passenger Focus is the independent consumer watchdog for England's bus, coach and tram passengers (excluding London) and rail passengers throughout mainland Britain. Findings enable South Yorkshire to be compared with other regions nationally.

Regarding rail, Members welcomed intentions to use this and other information to keep pressure on Northern Rail to improve services.

RESOLVED – That the performance of the bus and rail services in South Yorkshire and the actions being taken be noted.

15 MINUTES OF THE PASSENGER TRANSPORT PENSION FUND COMMITTEE HELD ON 7 MARCH 2013

RESOLVED – That the minutes of the meeting held on 7th March be agreed

16 MINUTES OF THE AUDIT COMMITTEE HELD ON 9 MAY 2013

RESOLVED – That the minutes of the meeting held on 9th May be agreed

17 MINUTES OF THE COMMUNITY TRANSPORT MEMBERS' WORKING GROUP HELD ON 9 MAY 2013

RESOLVED – That the minutes of the meeting held on 9th May be agreed

CHAIR