

SOUTH YORKSHIRE INTEGRATED TRANSPORT AUTHORITY

07 NOVEMBER 2013

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

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

T Belshaw, P Devine, S Davenport, J Hurley, B Still and D Young (South Yorkshire Passenger Transport Executive)

A Kemp (South Yorkshire LTP Partnership)

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

Apologies for absence were received from Councillors:
J Dunn and G Smith

1 **APOLOGIES.**

Members' apologies were noted as above.

The Chair welcomed Dave Alexander and Giles Fearnley (First Group) and Polly Blacker (Cycle Sheffield) to the meeting.

The Chair informed colleagues that Cllr Dunn is to leave the Authority. Members noted their thanks to Cllr Dunn for her contributions.

The Chair welcomed Cllr Miller to his first ITA meeting.

2 **ANNOUNCEMENTS.**

T Belshaw informed Members that the current Supertram rail replacement phase has come to an end and a full service has resumed. 5,000 meters of track was replaced. Bus replacement services remained in operation for the first day for unaware customers but were largely unused. Stagecoach is running reduced ticket prices for 1 month as a thank you to customers for the disruption. Further replacement programmes are scheduled for spring and summer 2014 weather depending.

Consultation on the Rotherham Bus Partnership started Monday and will run until 02 December. Questionnaires and leaflets are being distributed, public meetings are being convened and responses may be lodged at www.rotherhambuspartnership.co.uk. Members will be updated regarding developments in due course.

Elsecar Park and Ride has opened and features 85 spaces including 6 disabled spaces and 4 spaces for motorcycles. The scheme, delivered in partnership with BMBC will resolve long term parking issues in Elsecar.

Members welcomed the news that SYITA has been awarded the accolade of ITA of the Year at the 2013 National Transport Awards. It was also noted that the Sheffield Bus Partnership has been shortlisted for the EON Environmental Award at the 2013 Sheffield Business Awards.

Members noted their thanks and congratulations to all officers engaged with the work undertaken in respect of these awards.

The Chair informed Members that Baroness Kramer, the new Minister of State for Transport, has been invited to attend the December meeting of the Authority. Congratulations have also been sent to Mary Creagh following her appointment as shadow transport minister.

3 URGENT ITEMS.

None

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

Resolved:

- i) That item 22 'Efficiency Activities and Budget Setting Process 2014/15' be considered in the absence of the public and press.

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.

Cllr Bramall noted concerns that the start date for the commencement of works to electrify the Midland Main Line may be slipping and if this goes into the next control period may become subject to further delays. Issues were also reported regarding plans not to electrify a Main Line loop in the Leicester area which could potentially lead to service disruptions. B Still noted ongoing engagement with the East Midlands districts to address these matters.

7 MINUTES OF THE AUTHORITY MEETING HELD ON 3 OCTOBER 2013

An objection was noted regarding the wording of the resolutions recorded under agenda item 12 'HSR Meadowhall / Victoria Study Outputs'.

It was agreed that the resolutions originally recorded as:

- i) *That the ITA supports high speed rail and wants a well-served station stop in South Yorkshire.*
- ii) *Regarding station location, the ITA supports a Meadowhall location and wants to see a full consultation response to Government for Meadowhall that maximises connectivity and benefits to South Yorkshire and the City Region.*
- iii) *The ITA supports Sheffield City Council leading private engagement with HS2 to see if a viable option for Victoria can be agreed. SCC would cover any costs*

of this and involve other partners as required with a view to bringing a future paper back to ITA as appropriate.

Should have read

- i) That the ITA supports high speed rail and wants a well-served station stop in South Yorkshire.*
- ii) Regarding station location, the ITA supports a Meadowhall location and wants to see a full consultation response to Government for Meadowhall that maximises connectivity and benefits to South Yorkshire and the City Region.*
- iii) The ITA supports Sheffield City Council leading private engagement with HS2 to see if a viable option for Victoria can be agreed. SCC would cover any costs.*

RESOLVED, that:

- i) Subject to the above qualification, the minutes of the Authority meeting held on 03 October be agreed to be a correct record.

8 PRESENTATION FROM DAVE ALEXANDER/GILES FEARNLEY (FIRST GROUP) - GENERAL UPDATE

Colleagues from First Group were in attendance to provide Members with information pertaining to the past and future ambitions for the Sheffield, Rotherham and Doncaster Bus Partnerships, focusing on matters of engagement, confidence, certainty and investment.

First reiterated how they remain wholly committed to partnership working in South Yorkshire and noted how the Sheffield Bus Partnership experience to date is being recognised as a potential model for operations in other areas nationally. It was stressed that a partnership approach to addressing future funding pressures will be essential for long term success.

It was confirmed that consideration as to the future usage of the Midland Road depot is ongoing. Assurances were provided that First are planning to stay at the depot and are currently considering what on-site operations will be undertaken e.g. engineering facilities.

Members recognised the successes to date delivered by the Sheffield Bus Partnership e.g. increase in the number of fare paying passengers. The importance of capturing and keeping the custom of younger passengers, as a requisite for future growth, was discussed.

It was reiterated that the ingrained consultation processes of the partnership model have been designed to help partners mutually develop an effective and efficient level of service delivery and enable the views of passengers to be considered. Through consultation and analysis, services can continue to be redeployed without reducing overall route mileage and see savings and efficiencies reinvested.

Cllr Auckland commented on recent changes to the 20/20A and 17 services and proposed that insufficient proactive consultation was undertaken. D Alexander reported that changes were introduced to address existing performance issues. Solutions to address broken linkages in service provision continue to be sought. It was noted that extended consultation provision is not necessarily in-line with the

regulator's consultation standards, however, it was agreed that more proactive drop in sessions could be convened to discuss proposed changes and the reasons for those changes with passengers.

Members reiterated their importance in respect of bridging the communications channels between operators and residents and their ability to provide quick and convenient comment on broad points of consideration. D Alexander confirmed that such engagements will be introduced with immediate effect.

Members summed up their future expectations for the partnerships as 'less changes and better communications'.

Members thanked Dave and Giles for their attendance and looked forward to the development of successful future bus partnerships.

9 CYCLE OF AUTHORITY AND COMMITTEE MEETING DATES TO MARCH 2014

A report was presented, the purpose of which was to determine a cycle of meetings for the Authority and its committees to March 2014.

It was noted that the January meeting of the Authority has been rescheduled from 02 January to 09 January.

Cllr Miller enquired as to whether the February meeting of the Authority might be rescheduled from 06 February to 13 February to avoid the Barnsley Full Council meeting. Members agreed that this may be considered.

RESOLVED, that:

- i) The cycle of meetings as appended to the report be agreed.
- ii) The rescheduling of the February meeting of the Authority may be considered.

10 MEMBERSHIP OF SYITA PROPERTIES SHAREHOLDERS COMMITTEE

A report was received requesting consideration of the appointment of a Member to fill the vacancy on SYITA Properties Ltd Shareholders Committee.

RESOLVED, That:

- i) Cllr Roy Miller is appointed to the SYITA Properties Ltd Shareholders Committee.

11 TRAM/TRAIN INTERIOR LAYOUT REVIEW

A report was presented to provide the ITA Members with an update following the receipt of the potential internal layout designs for the new Tram/Train vehicle from the vehicle manufacturer (Vossloh) and to obtain a decision on the use of the low floor area and the implications of the proposed designs on the carriage of bicycles on Tram/Train.

Polly Blacker from Cycle Sheffield addressed the Authority, advocating support for the promotion of a design capable of permitting the carriage of cycles.

Members considered the merits and dis-benefits of whether the vehicle design should facilitate the carriage of cycles. Key points discussed were:

- The design needs to accord in various respects with that of the existing tram vehicles due to shared network.
- The need to acknowledge the hierarchy of users and priorities for low floor space agreed at via consultation with all groups.
- Anecdotally, how priority users cope with demand and competition for priority space on the current tram vehicles.
- The potential cost implications of changing the design at a future date.
- The position of Stagecoach Supertram who have the legal duty of responsibility for the care and safety of passengers.
- Evidence from the UK and abroad, including the Docklands Light Rail (DLR) system.
- Whether distinctions between peak and off-peak permissions should be further investigated.
- What is likely to happen in a real life scenario regarding competition for priority space and whether the risk of conflict is over-estimated?
- Whether the initiative's status as a national pilot needs to be further considered.
- Whether infrastructure modifications could be introduced at stations for facilitate a tram/train design which is divergent from the existing tram design.
- Financially would a reduced number of seats to facilitate cycles reduce revenue?
- The tight time allocations for boarding and whether this would be compromised by cycle carriage.

It was noted that SCC has previously moved the undertaking of an off-peak trial to test future off-peak cycle carriage and funding this from SCC's LTP allocation has been suggested. Opinions in favour of and against the undertaking of a trial were noted.

The Chair moved a vote on whether the Authority supports the presented option 1 design (no facilitation for cycle carriage) or the option 2 (facilitation for cycle carriage). Members voted as follows:

- 5 votes for Option 1
- 5 votes for Option 2

The casting vote of the Chair was in favour of Option 1.

RESOLVED, that:

- i) The ITA supports the recommendation of Option 1 as the design to be taken forward for the manufacture of the Tram/Train vehicle.
- ii) The ITA notes that in order to provide the optimal position for the priority seating and due to the limitations of the vehicle structural design and legal obligations Option 1 does not include facilities for the carriage of bicycles (other than folding bike). The ITA therefore endorses that bicycles shall not be carried on Tram/Train vehicles, unless of the folding type.

12 LTP3 CAPITAL PROGRAMME 2013/14 SECOND QUARTER UPDATE

A report was presented to update Members on progress relating to the delivery of the 2013/14 LTP Capital Programme, up to the end of the second quarter / half year period (September 2013).

It was reported that 18 LTP schemes currently have a 'red' status assigned i.e. falling behind spend and delivery profile. Engagement with project sponsors continues to remediate these situations and in most instances progress is being made.

Cllr Leech expressed the thanks of residents regarding the opening of the Elsecar Park and Ride facility.

RESOLVED, that:

- i) Members approve the latest LTP Capital Programme allocation / spend profiles and comment upon the RAG assessments, as set out in Appendix of the report.

13 LSTF PROGRAMME - 2013/14 SECOND QUARTER UPDATE

A report was presented to update Members on progress relating to delivery of the 2013/14 South Yorkshire LSTF Programmes, up to the end of the second quarter / first half period (September 2013).

It was reported that despite a number of the large projects still purporting low spend, significant catch up is now being experienced across the programmes.

Members welcomed the progress made.

RESOLVED, that:

- ii) Members approve the latest LTP Capital Programme allocation / spend profiles and comment upon the RAG assessments, as set out in Appendices of the report.

14 PROJECTS - CAPITAL PROGRAMME 2ND QUARTERLY PROGRESS REPORT

A report was received to update on progress over the second quarter of 2013/14 (July to September) and on changes required to the ITA budget.

Members were advised that following feedback on the last report, the format has been amended as discussed and now features specific narratives to explain the budgetary changes introduced.

It was noted that the monitoring and evaluation plan for the BRT North scheme has been placed on the DfT's knowledge hub as representative on an exemplar plan.

Members commented favourable on the new report format.

RESOLVED, That Members:

- i) Note the contents of this report.
- ii) Endorse the budget changes in sections 3.2.

15 HS2 PUBLIC CONSULTATION

A report was presented to share with Members the early draft of the HS2 Phase 2 consultation responses and request that the ITA provide comments to steer the strategic context.

It was noted that the consultation will close on 31 January 2014.

It was noted that in the interests of providing additional focus on the Sheffield City Region and the Eastern leg of the network; the specifically numbered consultation questions (which initially seek comment on the western leg) will be answered in a reordered manner.

It was noted that HS2 consultation events are being held on 08 and 09 November at the English Institute for Sport, Sheffield. It was also reported that the recent event in Barnsley, held to consider tunnelling in the vicinity, was very well attended.

Cllr Bramall suggested the response should reference a recent Sheffield Chamber of Commerce proposition that the adjacency to the M1 and the effect of widening to 3 lanes over the Tinsley Viaduct should be considered in more detail.

Members suggested that larger employers located in affected employment zones and the Waverley AMP should also be consulted on the draft response. Such matters should be addressed in detail via the connectivity study.

More information was requested to help qualify the suggested £400m of wider economic benefits that HS2 will directly present to the Sheffield City Region.

More information was requested to explain how the 'incremental approach' to service provision changes (p118 of the report) conforms to the findings of the Yorkshire Rail Network Study (p119)

RESOLVED:

That the ITA:

- i) Notes the contents of the early draft Public Consultation response for HS2 Phase 2;

That B Still / J Hurley:

- ii) Will co-ordinate the provision of additional information / clarification to Members as requested.

16 ITA AND SYPTE REVENUE BUDGET MONITORING REPORTS FOR THE 6 MONTHS ENDING 30 SEPTEMBER 2013

A report on the ITA and SYPTE 2013/14 Actual Revenue expenditure reports as at 30 September 2013 compared to budget was presented.

RESOLVED, that:

- i) The ITA Revenue Budget monitoring report and SYPTE Revenue Budget Monitoring report as at 30 September 2013 is noted.

17 DATA PROTECTION ACT AND FREEDOM OF INFORMATION ACT: UPDATE

A report was presented to update the ITA on Data Protection Act (DPA) and Freedom of Information Act (FOIA) requests for the 7 month period 01 March 2013 to 30 September 2013 and the responses to these requests.

RESOLVED, that:

- i) The ITA notes the contents of this report.

18 REVIEW OF PTE INTERIM MANAGEMENT ARRANGEMENTS

A report was presented to update the Authority on the interim management arrangements in place at South Yorkshire Passenger Transport Executive.

It was reported that after taking account of the views of a range of stakeholders, including the Chairman and Vice Chairman of the Authority, the Chair of the PTE Executive Board and a number of PTE Staff, it is felt the priorities set out above are being effectively addressed.

Further to the previous report considered by the Authority on 1 August 2013, Members were reminded that the four South Yorkshire Chief Executives have commissioned further work to consider the future shape and function of the PTE aligned to the work taking place in relation to the establishment of a Combined Authority. It is anticipated that this work will be completed by mid-January 2014.

RESOLVED, that Members:

- i) Note the contents of the report
- ii) Will receive a further update at the February meeting of the Authority
- iii) Note the evaluation work taking place on behalf of the four SY local authority Chief Executives and acknowledge its relevance in determining future management structures at the PTE.

19 MEMBER LEARNING AND DEVELOPMENT - SUB-REGIONAL COLLABORATION

A report was presented to provide Members with an update on the increased collaboration in respect of learning and development; across the three Joint Authorities and the four South Yorkshire District Councils.

Cllr Jones commented favourably on the recent audit training event held by KPMG and called for similar events to be convened.

RESOLVED, that Members:

- i) Note the contents of the report.
- ii) Support the continued collaboration on Member Learning and Development across the three Joint Authorities, four District Councils

20 MINUTES OF THE AUDIT COMMITTEE HELD ON 26 SEPTEMBER 2013

RESOLVED, that:

- i) The minutes of the Audit Committee held on 26 September are noted.

21 MINUTES OF THE PASSENGER TRANSPORT PENSION FUND COMMITTEE
HELD ON 26 SEPTEMBER 2013

RESOLVED, that:

- i) The minutes of the Passenger Transport Authority Pensions Fund Committee held on 26 September are noted.

22 EFFICIENCY ACTIVITIES AND BUDGET SETTING PROCESS 2014/15

A report was received to update Members on the SYPTE efficiency and budget setting process for the 2014/15 financial year (and future years).

RESOLVED, that Members:

- i) Agree the conclusions reached regarding the 'statutory minimum' model
- ii) Note the conclusions and forward plan regarding income generation
- iii) Note the on-going work around financing the SYPTE deficit
- iv) Note the interim position on the efficiency reviews

CHAIR