

**AT A MEETING OF THE WEST YORKSHIRE INTEGRATED TRANSPORT
AUTHORITY EXECUTIVE BOARD HELD IN WELLINGTON HOUSE ON
FRIDAY 29 JULY 2011**

PRESENT: Councillor J Lewis (Chair)

Councillors Y Crewe, R Downes, E Firth, D Hardy,
K Hussain, M Lyons, M McCabe and L Smaje

Observers: Councillors T Brown, A Pinnock and G Reid

14. NEW MEMBER

The Chair welcomed Councillor Michael McCabe to his first meeting of the ITA Executive Board.

15. DECLARATIONS OF INTEREST

There were no personal or prejudicial interests declared by members at the meeting.

16. POWER FAILURE – LEEDS CITY RAIL STATION

It was reported that Network Rail had indicated that they would be carrying out a full investigation into the signalling failure at Leeds City Station following a power cut which led to severe disruption of rail services throughout the county.

The Committee suggested that as soon as the investigation was completed it be considered by the ITA Executive Board and the Integrated Transport Scrutiny Committee.

**17. MINUTES OF THE MEETING OF THE ITA EXECUTIVE BOARD HELD ON
24 JUNE 2011**

RESOLVED - That the minutes of the meeting of the ITA Executive Board held on 24 June 2011 be approved and signed by the Chair.

18. MINUTES OF THE MEETINGS OF THE DISTRICT LIAISON COMMITTEES

RESOLVED -

- (i) That the minutes of the meeting of the Leeds District Liaison Committee held on 4 July 2011 be approved.

- (ii) That the minutes of the meeting of the Kirklees District Liaison Committee held on 6 July 2011 be approved.
- (iii) That the minutes of the meeting of the Calderdale District Liaison Committee held on 12 July 2011 be approved.
- (iv) That the minutes of the meeting of the Wakefield District Liaison Committee held on 14 July 2011 be approved.
- (v) That the minutes of the meeting of the Bradford District Liaison Committee held on 15 July 2011 be approved.

19. MINUTES OF THE MEETINGS OF THE PASSENGER CONSULTATIVE COMMITTEES

RESOLVED -

- (i) That the minutes of the meeting of the Leeds Passenger Consultative Committee held on 4 July 2011 be approved.
- (ii) That the minutes of the meeting of the Kirklees Passenger Consultative Committee held on 6 July 2011 be approved.
- (iii) That the minutes of the meeting of the Calderdale Passenger Consultative Committee held on 12 July 2011 be approved.
- (iv) That the minutes of the meeting of the Wakefield Passenger Consultative Committee held on 14 July 2011 be approved.
- (v) That the minutes of the meeting of the Bradford Passenger Consultative Committee held on 15 July 2011 be approved.

20. MINUTES OF THE MEETING OF THE LOCAL TRANSPORT PLAN COMMITTEE HELD ON 13 JULY 2011

RESOLVED - That the minutes of the meeting of the Local Transport Plan Committee held on 13 July 2011 be approved.

21. LOCAL TRANSPORT PLAN AND CAPITAL PROGRAMME

The ITA Executive Board considered a report of the Passenger Transport Executive on the release of expenditure with regard to the following schemes:

- Local Sustainable Transport Fund
- West Yorkshire Transport Fund
- Yorkshire Rail Network Study
- Development Work for DfT Access for All Fund

The report also sought approval for a revised scope of work for the following schemes in the West Yorkshire Strategic Programme of Schemes in the LTP Implementation Plan:

- Leeds Inner Ring Road
- Kirklees Strategic Economic Zone

Local Sustainable Transport Fund

It was reported that following the successful bids to the Local Sustainable Transport Fund, approval was being sought for expenditure against the 'Getting to Work' and the Dales Bus Project.

Comment was made that an announcement on whether the LSTF large project proposal for £31m had been shortlisted was expected at the end of July.

West Yorkshire Transport Fund

It was reported that the West Yorkshire Leaders had requested that work be undertaken to establish a fund that would be capable of delivering significant transport improvements across West Yorkshire.

Members were advised that the West Yorkshire Fund would be based on the Greater Manchester model incorporating prioritised schemes focused on delivering the maximum economic benefit to employment growth and addressing deprivation. Comment was made that over the summer a delivery programme would be prepared outlining the key tasks in developing the fund.

In response to questions raised by some members regarding the timing and any additional monies which may be required in the future, the Director General commented that a substantial part of the technical work had already been completed which would help reduce the need for additional external work. He went on to say that the Districts had recognised that they would have to be more innovative in their approach to funding and by establishing the fund it would provide a framework for a significant and ambitious programme of investment in a range of local transport initiatives that would provide a major contribution to West Yorkshire's future economic prospects, whilst contributing positively to wider social and environmental objectives for West Yorkshire.

New Generation Transport

It was reported that in June 2011 Members agreed to the submission of a Best and Final Funding Bid (BAFFB) for the NGT Trolleybus Project which included a reduction in overall scheme costs and an increase in local funding contributions to be funded by Metro and Leeds. Members were advised that following discussions with the DfT it was proposed to further strengthen the BAFFB by incorporating a £30m contribution from the Aire Valley Tax Increment Finance (TIF) proposition.

Rail Station Car Park Extension

It was reported that Northern Rail had secured funding from the Station Commercial Project Facility (SCPF) for car park extensions at CrossFlatts, Sowerby Bridge and Todmorden. Comment was also made that Metro was working closely with Northern Rail to explore the possibility of delivering other car park extensions at Mirfield and Pontefract Monkhill as a joint project.

RESOLVED -

- (i) That the release of the following expenditure be approved:

<u>Scheme</u>	<u>£</u>
'Getting to Work' LSTF	4,169,000
DalesBus Project - 'Connecting the Dales'	1,102,000
West Yorkshire Transport Fund (Initial development)	100,000
Yorkshire Hub Study (£100,000) – Metro's contribution:	43,000
DfT Access for All Mid-Tier (AFAMT) funding programme	20,000

- (ii) That Metro's financial contribution for the development works for DfT 'Access for All Mid-Tier (AFAMT) funding programme be made to Northern Rail through a Grant Agreement pursuant to Section 56 of the Transport Act 1968.
- (iii) That the proposed changes to the West Yorkshire Strategic Programme of Schemes (WYSPS) relating to Leeds Inner Ring Road and Kirklees Strategic Economic Zone as detailed in paragraph 2 of the submitted report be approved.
- (iv) That the latest position with regard to the NGT Best and Final Funding Bid be noted.

22. RAIL GROWTH - KIRKSTALL FORGE AND APPERLEY BRIDGE NEW RAIL STATIONS

The ITA Executive Board considered a report of the Passenger Transport Executive providing an update on the development of the Best and Final Funding Bid for Rail Growth Project at Kirkstall Forge and Apperley Bridge.

It was reported that the Rail Growth package had been placed in the DfT's 'Development Group' which comprised of 43 projects throughout the country that must bid for a share of £630m of funding within the Comprehensive Spending Review period. Schemes in the Development Group were required to submit a Best and Final Funding Bid (BAFFB) by 9 September 2011. That bid must put forward the promoters' final proposal in terms of the revised scope and cost of the scheme, the amount of Government contribution required and the economic case for the scheme. Decisions would be made

by the end of 2011 on those schemes which had been accepted for programme entry and could proceed.

The ITA Executive Board was advised that overall the revised scheme costs had been reduced by 30% through local funding contributions and by undertaking an exercise to reduce engineering costs.

It was reported that discussions had taken place with Northern Rail regarding rolling stock requirements. Whilst those discussions had recognised that the projected revenue income from the two new stations was estimated to cover the additional revenue costs of operating the trains and stations, further work would be carried out to ascertain to what degree those costs could be removed from the scheme.

RESOLVED - That the Rail Growth Best and Final Funding Bid (BAFFB) as outlined in the submitted report be approved for submission to the Department for Transport prior to the 9 September 2011 deadline.

23. BUDGET SAVINGS OPTIONS

The ITA Executive Board considered a report of the Passenger Transport Executive on options to make the required budget savings over the period of the current 3 year financial strategy.

It was reported that West Yorkshire had the lowest levy per head of all the Integrated Transport Authorities and as a consequence the ITA was limited to the extent to which it was possible to make efficiency savings. However savings had been made during the current year across a wide range of budget heads including accommodation, staffing and using the Authority's reserves.

Comment was made that 85% of the Authority's budget was spent with bus and train operators, either through concessionary reimbursement or support for rail and tendered services. In order to make savings/cuts of the magnitude required, savings in those areas were a necessity. It was stressed that opportunities for further savings on staffing and other overheads would continue but those were unlikely to deliver more than £500,000 over the period without impacting on service delivery.

Appendix A of the submitted report set out a revised three year position reflecting changes since the levy discussions including staffing savings and the expected costs of statutory concessionary reimbursements following the agreements reached with the operators. The ITA Executive Board was advised that a further £9m of cuts would be required by 2013/2014 through concessionary reimbursement and tendered services. It was therefore proposed that:-

- The senior rail concession be increased to half fare from January 2012.
- Operators to provide one third commercial discount on children's fares from April 2012.
- That savings of up to 25% be sought from the renewal of bus batch each tender by making the operators run the core network services commercially.
- Consideration had been given to the introduction of a £1 flat fare for child concessions but this was not being progressed at this time.

The ITA Executive Board suggested that the review of schools services should be overseen by the Bus Services Scrutiny Committee.

It was commented that the implementation of those measures would almost provide sufficient savings for the 3 year period. Members were advised that regular reviews of progress on making savings and the impact they had would be brought to future meetings of the ITA Executive Board in order to assist in the forthcoming levy discussions.

RESOLVED -

- (i) That the approach to budget savings as detailed in the submitted report be endorsed.
- (ii) That the introduction of the half fare on senior rail travel from 1 January 2012 be approved.
- (iii) That the change to the (1985 Act) Concessionary Travel scheme from 1 April 2012 to require operators to provide a commercial discount of one third on child travel be approved.

24. DATA TRANSPARENCY – PROPOSED STATUTORY CODE OF RECOMMENDED PRACTICE FOR LOCAL AUTHORITIES ON DATA TRANSPARENCY

The ITA Executive Board considered a report of the Passenger Transport Executive on the proposed statutory code of recommended practice for local authorities on data transparency (PSC).

Members were advised of the data transparency requirements that were likely to apply to the Authority when the proposed statutory code (PSC) was published later in the year.

It was reported that a gap analysis had been undertaken to enable the Authority to comply with the Code when it became law. It was commented that many of the required disclosures were already in place such as Members Allowances and minutes of meetings. Members were advised that the only significant item currently not published was the requirement to publicise expenditure over £500 and that a cost effective way of extracting that data from the financial system had been identified.

RESOLVED - That the requirements of the proposed code of recommended practice for local authorities on data transparency (PSC) be noted.