

**AT MEETING OF THE WEST YORKSHIRE PASSENGER TRANSPORT
AUTHORITY HELD AT WELLINGTON HOUSE
ON FRIDAY 21 NOVEMBER 2008**

PRESENT: Councillor C Greaves (Chair)

Councillors M Bolt, T Brice, C Campbell, A Carter, D Congreve, R Downes, E Firth, A Hawkesworth, G Hyde, J Jarosz, S Khan, M Lyons, G Phelps, A Pinnock, K Rhodes, D Robinson, P Wadsworth, G Wainwright, M Walker and A Wallace

52. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor T Swift.

53. DECLARATIONS OF INTEREST

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

**54. MINUTES OF THE MEETING OF THE AUTHORITY HELD ON
26 SEPTEMBER 2008**

RESOLVED - That the minutes of the meeting of the Authority held on 26 September 2008 be approved and signed by the Chair.

**55. MINUTES OF THE MEETING OF THE LOCAL TRANSPORT PLAN
STEERING GROUP HELD ON 18 SEPTEMBER 2008**

RESOLVED - That the minutes of the meeting of the Local Transport Plan Steering Group held on 18 September 2008 be noted.

**56. MINUTES OF THE MEETING OF THE RAIL WORKING GROUP HELD ON
19 SEPTEMBER 2008**

The Authority expressed concern regarding the problems associated with the newly installed ticket barriers at Leeds Station and in particular the well publicised issue of invalid tickets being accepted. They also referred to season tickets and MetroCards, which were not being accepted, although the barriers were allowing old and re-used tickets to be used, potentially giving rise to fraud and loss of income. In response, it was commented that the barriers would continue to be staffed at all times and customers with faulty tickets would be directed to a dedicated ticket window where replacement cards would be issued. Members also expressed concern about the lack of

ticket checks on board trains and the consequential revenue checks. They indicated that this was not just isolated to specific lines, but across the whole rail network. The Chair of the Rail Working Group informed the Authority that Northern were attending the next Rail Working Group and that they could be assured that the Authority's concerns would be raised at that meeting.

RESOLVED - That the minutes of the meeting of the Rail Working Group held on 19 September 2008 be noted.

57. MINUTES OF THE MEETING OF THE ADULT SERVICES LIAISON GROUP HELD ON 29 SEPTEMBER 2008

RESOLVED - That the minutes of the meeting of the Adult Services Liaison Group held on 29 September 2008 be noted.

58. MINUTES OF THE MEETING OF THE CHILDREN AND YOUNG PEOPLE LIAISON GROUP HELD ON 23 SEPTEMBER 2008

RESOLVED - That the minutes of the meeting of the Children & Young People Liaison Group held on 23 September 2008 be noted.

59. MINUTES OF THE MEETING OF THE AUDIT & GOVERNANCE COMMITTEE HELD ON 24 SEPTEMBER 2008

RESOLVED - That the minutes of the meeting of the Audit & Governance Committee held on 24 September 2008 be noted.

60. MINUTES OF THE MEETING OF THE BUSINESS IMPROVEMENT GROUP HELD ON 24 SEPTEMBER 2008

RESOLVED - That the minutes of the meeting of the Business Improvement Group held on 24 September 2008 be noted.

61. MINUTES OF THE MEETINGS OF THE TENDERED SERVICES WORKING GROUP HELD ON 1 OCTOBER AND 5 NOVEMBER 2008

RESOLVED - That the minutes of the meetings of the Tendered Services Working Group held on 1 October and 5 November 2008 be noted.

62. MINUTES OF THE MEETING OF THE STANDARDS COMMITTEE HELD ON 2 OCTOBER 2008

It was noted that Councillors Jarosz, Pinnock and Wadsworth had been nominated to service on the Committee. With regard to the Independent

Member's vacancy, it was reported that two applicants had been received and that the Appointed Members would interview the candidates very shortly.

RESOLVED -

- (i) That the minutes of the meeting of the Standards Committee held on 2 October 2008 be noted.
- (ii) That Councillors J Jarosz, A Pinnock and P Wadsworth be appointed to the Standards Committee.

63. MINUTES OF THE MEETINGS OF THE PASSENGER CONSULTATIVE COMMITTEES

RESOLVED -

- (i) That the minutes of the meeting of the Bradford Passenger Consultative Committee held on 3 October 2008 be noted.
- (ii) That the minutes of the meeting of the Leeds Passenger Consultative Committee held on 6 October 2008 be noted.
- (iii) That the minutes of the meeting of the Calderdale Passenger Consultative Committee held on 7 October 2008 be noted.
- (iv) That the minutes of the meeting of the Kirklees Passenger Consultative Committee held on 8 October 2008 be noted.
- (v) That the minutes of the meeting of the Wakefield Passenger Consultative Committee held on 9 October 2008 be noted.

64. MINUTES OF THE MEETING OF THE DEVELOPMENT & ENVIRONMENT WORKING GROUP HELD ON 13 OCTOBER 2008

RESOLVED - That the minutes of the meeting of the Development & Environment Working Group held on 13 October 2008 be noted.

65. CAPITAL PROGRAMME

The Authority considered a report of the Passenger Transport Executive on the release of capital expenditure with regard to the following schemes and also an update on the Regional Funding Allocation process (RFA):

- Leeds Rail Growth Package
- CCTV on Trains

Leeds Rail Growth Package

It was reported that the Regional Transport Board had endorsed the Leeds Rail Growth Package, as a priority scheme, which included new rail stations at Apperley Bridge and Kirkstall Forge and several park and ride facilities at Cross Flatts, Mirfield, Pontefract Monkhill, Sandal and Agbrigg, Sowerby Bridge and Todmorden. The Authority was informed that approval was being sought to carry out the necessary design and development work to a stage when the DfT could then approve the Business Case.

CCTV on Trains

It was reported that Northern had developed a proposal for the installation of on board CCTV cameras across their entire fleet. Comment was made that whilst Northern was making a substantial investment in the scheme, all other relevant PTAs had been approached for a contribution to the commercial shortfall. In this respect comment was made that the PTEs supported the proposal and had agreed to a contribution, which was based on the number of services operated within their respective areas of the Northern Franchise.

Regional Funding Allocation

It was reported that the Regional Transport Board was undertaking a review of the programme of regionally funded schemes. The full review would extend the programme by three years to 2018/19 and increase over-programming to 20% providing approximately £400m of additional funding for the Yorkshire and Humber Region. The Yorkshire and Humber had invited submissions under categories 'Schemes already approved and new schemes' and 'Package of interventions targeted to meet an identified problem post 2013/14'. It was reported that these schemes included electrification of the York and Selby rail lines, tram trains on the Harrogate line and Phase 2 of the New Generation Transport.

The Regional Transport Board would then consider all submissions at its meetings in December 2008 and January 2009 prior to making recommendations to the DfT.

RESOLVED -

- (i) That the release of expenditure, as detailed in paragraph 2 of the submitted report, be approved

Scheme	£
Leeds Rail Growth Package	1.17 m
CCTV on Trains	0.116 m

- (ii) That the development and submission of Regional Funding Allocation schemes be noted

66. COMMUNITY TRANSPORT

The Authority considered a report of the Passenger Transport Executive on the development of the Community Transport sector in West Yorkshire.

The Authority was advised that Community Transport was being promoted by the Government through the Local Transport Bill and sought to expand their role by enabling them to operate local bus services.

It was reported that the appraisal of the current position of the Community Transport sector in West Yorkshire had concluded that provision was patchy, but where it was available it was delivered to a high standard. The Authority welcomed this initiative to expand Community Transport and recognised the potential to make a greater contribution to the Regional Economic Strategy and meet the accessibility targets of the LTP. In this respect, they were told that Metro had appointed the Community Transport Association to provide support through the West Yorkshire Communities On The Move programme, which would be carried out in two phases aimed at supporting social enterprise who had made a commitment to develop a professionally managed transport provider.

Members were informed that the conclusion of phase one was expected in December 2008 and a summary of the outcome of that stage in the programme would be provided to the Bus Working Group for their consideration.

RESOLVED -

- (i)** That the establishment of the West Yorkshire Communities On The Move programme to develop third sector transport providers be noted.
- (ii)** That a report be prepared for a future meeting of the Bus Working Group on the outcome of phase I, together with examples of good and bad practice in the Community Transport sector.

67. STRATEGY UPDATE

The Authority considered a report of the Passenger Transport Executive giving an update of the following policy and strategic issues:

- (i)** The Local Transport Bill
- (ii)** Climate Change Bill
- (iii)** Towards a Sustainable Transport System (TaSTS)
- (iv)** DfT Review of Concessionary Fares
- (v)** Sub National Review
- (vi)** Strategic Rail Update
- (vii)** East Coast Mainline Services

Discussions took place on the following items:

The Local Transport Bill

It was reported that the Local Transport Bill was nearing completion through the Parliamentary process. The Authority welcomed amendments to the provisions for Quality Contract Schemes which, in their opinion, represented a major success for the PTA's through SIG/Pteg lobbying system.

DfT Review of Concessionary Fares

It was reported that the Department for Transport had advised that they would be undertaking a review of the administration and re-imburement arrangements for concessionary travel by the elderly and disabled persons. The review would also include updating evidence relating to take up, trip rates and elasticities.

The Authority also welcomed a Ministry of Defence publication "A Nation's Commitment: Cross Government Support to our Armed Forces, their Families and Veterans" document, which proposed that statutory bus concessions in England would be extended to include service personnel and veterans under the age of 60 who were seriously injured in service and who were resident in England.

Further information would be provided to a future meeting of the Concessionary Fares Working Group when it became available.

Sub National Review

It was noted that following concerns raised at the last meeting on the region's approach to representation on the Transport Board, letters were sent to both Yorkshire Forward and Local Government Yorkshire and the Humber. Responses had now been received from both organisations indicating that the PTA's concerns have been clearly registered and would be further pursued with the appropriate representatives from both organisations.

East Coast Main Line Services

It was reported that the independent work Metro had commissioned with Yorkshire Forward had demonstrated that the National Express proposals were the most beneficial for the region and should be supported. Metro had now met with Grand Union (the operator proposing the service) who were of the view that the proposals should co-exist with the National Express proposals. The Authority was advised that the proposals would be considered in more detail by the Rail Working Group.

Strategic Rail Update

An update was given on strategic rail issues including the provision of additional rail capacity and the Route Utilisation Study.

It was reported that Metro would be leading a Working Group on the study, which would represent the views of all the PTE's and would be submitted to the DfT for their consideration.

RESOLVED - That the report be noted.

68. EXCLUSION OF THE PRESS AND PUBLIC

The Authority considered a recommendation to exclude the press and public from Agenda Item 18 which contained exempt information as defined in paragraph 3 (information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Schedule 12A to the Local Government Act 1972.

RESOLVED - That, as disclosure of the report would reveal details of the outcome of a commercially sensitive negotiation, the press and public be now excluded from Agenda Item 18.

69. CITY REGION TRANSPORT GOVERNANCE REVIEW

The Authority considered a report of the Passenger Transport Executive and the final report, which had been prepared by Atkins on proposals for transport governance in West Yorkshire.

It was reported that Atkins was still recommending an ITA of 10 elected members. They did emphasise that although they had not been able to fully reconcile the difference of views being expressed for their proposal and the Authority's alternative option. Atkins believed that it was for members to consider all the evidence presented in their report before making what was essentially a political decision on the way forward.

Comment was made that the Chair, Deputy Chair and Shadow Chair were due to meet the AWYA leaders on 28 November 2008 to put forward the model PTA of 22 members with a smaller Executive, which would achieve everything Atkins had proposed, whilst providing a much better reflection of district population and political mix.

The Chair circulated a paper setting out the following key issues, which sought to reflect the strong unanimous views of members, which emerged from the last meeting and that, subject to the Authority's approval, would be used as the PTA approach when presenting the Authority's case to the West Yorkshire leaders.

- An ITA of 22 members to enable proper reflection of both population and political makeup of the District councils. This size of organisation was the only way that this could be achieved.

- An inner ITA 'Executive' made up of 5 or 7 members (eg 1 member from each of the 5 Districts or 1 member from 3 Districts and 2 from Leeds and Bradford) to form an Executive of the ITA. These proposals allowed for a smaller efficient body and would, therefore, achieve everything in the Atkins proposal.
- Members of the Executive would not be portfolio holders, but would attend the relevant district Executive Board in a non-voting capacity. That improved the connectivity between the ITA and the District Council without blurring District broader responsibilities.
- A portfolio holder would have such broad responsibilities that there would be a real danger in terms of ability to fully engage in ITA workload and responsibilities, whereas the PTA's proposal avoided that conflict.
- That ITA Executive member would also chair the District Transport Group, which would improve reporting relationships and interface between the District and the ITA and address matters raised in the recent Audit Commission report in relation to the absence of that kind of arrangement.
- Although not a preference, non-members from the business community or similar could be offered a role on the Executive of the ITA. Any such attendees would not have voting rights. Further work was required to map out the added value that non-elected members on the ITA would bring.

The Authority was informed that subject to the consideration of the Leaders on the way forward, the next steps could include further work on the longer term reforms for the City Region ITA, the preparation of the formal Governance scheme for the West Yorkshire ITA submission to the Secretary of State and the development of enhanced partnership arrangements for the City Region. It was likely that any Governance scheme for West Yorkshire could be operational by the Secretary of State by Summer 2010 at the earliest, although a City Region partnership could be implemented sooner. Interim arrangements for Metro and the West Yorkshire Districts were needed for the development of LTP 3, which was expected to commence in early 2009, subject to DFT guidance being received.

RESOLVED - That the PTA approach, as circulated, be approved on the basis of discussions between the Chair, Deputy Chair and Shadow Chair and the West Yorkshire Leaders at their meeting on 28 November 2008.