

**AT A MEETING OF THE WEST YORKSHIRE PASSENGER TRANSPORT
AUTHORITY HELD AT WELLINGTON HOUSE
ON FRIDAY 24 JUNE 2005**

PRESENT: Councillor K Hussain (Chair)

Councillors J Akhtar, D Blackburn, M Bower, R Downes,
C Greaves, K Iqbal, J Jarosz, S Khan, J S King, J Lewis,
M Lyons, P McBride, G Phelps, J Prestage, K Rhodes,
D Schofield, C Townley, P Wadsworth, G Wainwright,
M Walker and A Wallace

1. APPOINTMENT OF CHAIR

Two nominations were received and seconded for the position of Chair of the Authority.

RESOLVED - That Councillor K Hussain be appointed Chair of the Authority.

2. APPOINTMENT OF DEPUTY CHAIR

Two nominations were received and seconded for the position of Deputy Chair.

RESOLVED - That Councillor J S King be appointed Deputy Chair of the Authority.

3. WELCOME

The Chair welcomed Councillors D Blackburn, R Downes, P Wadsworth and A Wallace to their first meeting.

4. DECLARATIONS OF INTEREST

The following personal interests were declared by members at the meeting:

Councillor K Hussain declared a prejudicial interest in minute 27. He vacated the room and took no part in the discussions or voting thereon. He also declared a personal interest in minute 21 of the Staffing Working Group and minute 23 of the Tendered Services Working Group.

Councillor G Wainwright declared a personal interest in minute 21 of the Staffing Working Group and minute 23 of the Tendered Services Working Group.

5. CHAIR'S OPENING REMARKS

The newly elected Chair paid tribute to Councillor Stanley King. He praised his dedication and very hard work during his year in office. He also indicated that during his year as Deputy Chair he had learnt a great deal from him and hoped that it would put him in good position for the next 12 months. He then went on to say that he was totally committed to the development of affordable, high quality transport for the people of West Yorkshire.

In his opinion transport was key to all aspects of life right across West Yorkshire from large cities and towns to the smallest and most remote communities. As new Chairman he indicated that he was committed to Metro's aims of further developing the County's highly successful rail network, bringing about significant improvements in bus services and securing the vital Supertram scheme.

In response, the outgoing Chairman, Councillor King, thanked members and officers for their support during his 11 months in office. He commented that his year as Chair had been fascinating and very gratifying in that the Authority had achieved a number of major successes including MyBus, opening of Glasshoughton Rail Station and new bus stations in Batley and Cleckheaton. With regard to Supertram he went on to say that a revised bid had been submitted which met all the Department for Transport's requirements in terms of cost and value for money. He hoped that the scheme would be given the go ahead by the Minister in the very near future.

Councillor McBride paid tribute to Councillor King's dedication and hard work during his year as Chairman.

6. MEMBERSHIP OF THE AUTHORITY

The Authority considered a report of the Clerk on the notifications received from the constituent councils of their appointments to the Authority.

RESOLVED - That the report be noted.

7. APPOINTMENT OF DISTRICT COUNCILS' SPOKESPERSONS

The Authority considered a report of the Clerk on the Appointment of District Spokespersons for 2005/06 in accordance with Section 41 of the Local Government Act.

Councillor Lyons commented on the basis on which the appointment of District Spokespersons had been made. He mentioned that it was the Labour Group's view that appointments should be made to reflect the political composition of the respective councils and, therefore, not only should the Labour Group be given the Wakefield Spokesperson they should also be allocated Bradford and Leeds.

In response, Councillor King stated that whilst the Labour Group was in office they had not adopted this approach and in most instances had allocated the positions amongst their Group. The Clerk confirmed that there was no requirement under Section 41 of the Act for the appointment of Spokesperson to be made according to political balance.

RESOLVED - That until the next annual meeting the following Members be nominated to answer questions within their constituent councils on the discharge of the functions of the Authority.

Councillor C Greaves	-	Bradford
Councillor G Wainwright	-	Calderdale
Councillor K Iqbal	-	Kirklees
Councillor D Schofield	-	Leeds
Councillor G Phelps	-	Wakefield

8. APPOINTMENTS TO COMMITTEES

The Authority considered a report of the Clerk on the Appointments to Committees for 2005/06. On a point of clarification, the Clerk indicated that committee places overall had been allocated to reflect the political balance of the Authority and that this had so far as reasonably possible been reflected on individual committees.

RESOLVED -

- (a) That the Committee Structure and Terms of Reference for 2005/06 be approved.
- (b) That the position of Chair and appointments to the Working Groups be approved.

9. APPOINTMENTS TO OUTSIDE BODIES

The Authority considered a report of the Clerk on the Appointment of Representatives to outside bodies.

Comment was made that there was no requirement under the Act for these appointments to be made according to political balance.

RESOLVED - That the appointments to the following outside bodies be approved:

Local Government Association General Assembly/Urban Commission	-	Chair
Association of Councillors General Management Committee	-	Chair
Yorkshire and Humber Assembly Regional Transport Forum	-	Chair
Yorkshire and Humber Assembly Regional Planning and Infrastructure Commission	-	Deputy Chair
PTA Special Interest Group	-	Chair
	-	Deputy Chair
	-	Shadow Chair

10. AUTHORITY REGULATIONS

The Authority considered a report of the Clerk informing members of the general regulations they had previously approved for the conduct of the Authority's affairs.

It was reported that the Authority had a number of regulatory documents that had been set up to control its affairs, which were published on an annual basis in the Authority's Year Book and on the WYPTA website.

- (i) Standing Orders
- (ii) Code of Conduct for Members
- (iii) Financial Regulations
- (iv) Members' Allowance Scheme

RESOLVED - That the report be noted.

11. STANDING ORDERS

The Authority considered a report of the Clerk on the proposed amendments to the Authority's Standing Orders.

Members were reminded that at the last meeting it was decided that an explanatory note be attached to the Standing Order clarifying the extent to which the minutes of all committees could be discussed at meetings of the Authority.

RESOLVED - That the attached Standing Orders and revised guidance note be approved.

12. CALENDAR OF MEETINGS

The Authority considered a report of the Clerk on the proposed Calendar of Meetings for 2005/06.

RESOLVED - That the Calendar of Meetings for 2005/06 be approved.

13. MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 29 APRIL 2005

RESOLVED - That the minutes of the meeting of the Authority held on 29 April 2005 be approved and signed by the Chair.

14. MINUTES OF THE SEMINAR FOR PTA MEMBERS HELD ON 9 JUNE 2005

RESOLVED - That the minutes of the Seminar for PTA Members held on 9 June 2005 be approved and signed by the Chair.

15. MINUTES OF THE MEETING OF THE BUS WORKING GROUP HELD ON 11 MAY 2005

RESOLVED - That the minutes of the meeting of the Bus Working Group held on 11 May 2005 be noted.

16. MINUTES OF THE MEETINGS OF THE BUSINESS IMPROVEMENT GROUP HELD ON 13 MAY AND 27 MAY 2005

Members were informed that a presentation on Accessibility Review would be arranged in the near future.

RESOLVED - That the minutes of the meetings of the Business Improvement Group held on 13 May and 27 May 2005 be noted.

17. MINUTES OF THE MEETING OF THE CONCESSIONARY FARES WORKING GROUP HELD ON 20 MAY 2005

Members were given an update on the implications of the Government's announcement to introduce free concessionary travel for the over 60s on local bus services from 1 April 2006.

It was reported that a joint study had been commissioned by PTEG and that the initial work carried out had estimated that there could be a significant budget shortfall. Members were concerned that the provisional estimate did not include the impact on local rail travel and cross boundary travel.

The Director General advised that PTEG was working to lobby for adequate national funding to develop a common approach within which each PTE could develop a local solution. Furthermore, it was also mentioned that consultants had been appointed to carry out a study which would be led by Metro on behalf of the Yorkshire and Humber Assembly into the options for reciprocal arrangements across the whole region.

Members were reassured that they would be kept fully informed of the situation and that any budgetary implications would be considered by the full Authority.

RESOLVED - That the minutes of the meeting of the Concessionary Fares Working Group held on 20 May 2005 be noted.

18. MINUTES OF THE SEMINAR FOR PCC MEMBERS HELD ON 20 MAY 2005

RESOLVED - That the minutes of the seminar for PCC members held on 20 May 2005 be noted.

19. MINUTES OF THE MEETING OF THE RAIL WORKING GROUP HELD ON 20 MAY 2005

Councillor Lyons commented that although reliability had slightly improved, the train operators were consistently in breach of their franchise agreement by continually running short formed trains, which was causing severe overcrowding. It was noted that there was still an underlying shortfall of rolling stock in the franchise and that Metro would continue to press the train operator and the Strategic Rail Authority to improve capacity provision.

RESOLVED - That the minutes of the meeting of the Rail Working Group held on 20 May 2005 be noted.

20. MINUTES OF THE MEETING OF THE FACILITIES WORKING GROUP HELD ON 25 MAY 2005

RESOLVED - That the minutes of the meeting of the Facilities Working Group held on 25 May 2005 be noted.

21. MINUTES OF THE MEETING OF THE STAFFING WORKING GROUP HELD ON 25 MAY 2005

RESOLVED - That the minutes of the meeting of the Staffing Working Group held on 25 May 2005 be noted.

22. MINUTES OF THE MEETING OF THE LOCAL TRANSPORT PLAN STEERING GROUP HELD ON 26 MAY 2005

Comment was made that further work had been carried out on the draft plan, especially with regard to demand management, which had now been endorsed by the five District Leaders. In response, Councillor McBride indicated that he was still extremely concerned at the lack of priority by some Districts to demand management, which could have a serious effect on the Plan being rated above average and securing bonus funding, which in monetary terms could be in the region of £70 million. He suggested that a more radical approach should be agreed between all five districts. He suggested that the Plan should state that some authorities would be prepared to adopt a more radical approach if improvements to transport infrastructure were in place.

Comment was also made that following a request from certain Districts the Transport Innovation Fund (TIF) had been separated from the main LTP document and that a report would be considered at the next meeting of the Local Transport Plan Steering Group setting out West Yorkshire's approach to the Innovation Fund. It was also noted that the Department for Transport had not yet produced any detailed guidance on the preparation of the TIF bid and a full response could not as yet be developed.

RESOLVED - That the minutes of the Local Transport Plan Steering Group held on 26 May 2005 be noted.

23. MINUTES OF THE MEETING OF THE TENDERED SERVICES WORKING GROUP HELD ON 3 JUNE 2005

RESOLVED - That the minutes of the meeting of the Tendered Services Working Group held on 3 June 2005 be noted.

24. MINUTES OF THE MEETING OF THE SUPERTRAM WORKING GROUP HELD ON 10 JUNE 2005

The Authority were given an update on the progress of Supertram. They were told that although decisions on the Merseytravel and West Midlands bids had been made recently, there had been no indications when an announcement on the bid would be given.

Members were anxious of the fact that if a decision was not received very shortly the deadline (September 2005) to continue with the land requisition process would be difficult to achieve, particularly if ministers failed to agree funding before the House of Commons began its Summer recess on 21 July 2005.

RESOLVED - That the minutes of the meeting of the Supertram Working Group held on 10 June 2005 be noted.

25. FINAL ACCOUNTS OF THE AUTHORITY AND EXECUTIVE FOR 2004/05

The Authority considered a report of the Chief Financial Officer and the Passenger Transport Executive on the final accounts for 2004/05, the statutory determination for the year and the Treasury Management Statement.

RESOLVED -

- (a) That the final accounts of the Executive for 2004/05 be noted.
- (b) That the final accounts of the Authority for 2004/05 be approved and the signing of the accounts be authorised.
- (c) That an amendment of the revenue grant payable to the Executive to an exact figure of £76,068,081.18 for 2004/05 be approved.
- (d) That the capital grant payable to the Executive of £15,548,000 and the methods of funding used, as detailed in Appendix 3 of the submitted report, be approved.
- (e) That the Treasury Management Policy and the prudential decisions, as outlined in Appendix 4 of the submitted report, be approved.
- (f) That capital expenditure in 2003/04 relating to schemes, as outlined in Appendix 5 of the submitted report, be approved.

26. CAPITAL PROGRAMME

The Authority considered a report of the Passenger Transport Executive on the release of capital expenditure in respect of life expired AccessBus vehicles and the second phase of the 'MyBus' Yellow Bus project.

With regard to Yellow Bus it was reported that the Department for Transport on 3 February 2005 announced the release of funding of £7.315 million for the second phase of the scheme.

The Authority were informed that the implementation of the scheme was being overseen by the Bus Working Group and at their meeting on 22 June 2005 it was agreed to recommend to the Authority the procurement of 60 low floor buses for phase 2 of the project from the manufacturer BMC on the basis that the bid offered best value for money.

It was reported that approval was also being sought for the replacement of the life expired AccessBus vehicles. It was reported that following the Best Value Review of Accessibility Transport, approval was sought to implement an AccessBus vehicle replacement programme through the use of the LTP funding. The scheme would involve the replacement of 15

vehicles, which would be procured in 2 separate batches. Eight would be purchased in the first batch and the remaining 7 vehicles in the second batch which would be subject to further discussion at the Bus Working Group.

Councillor Lyons commented on the fact that the Districts should be making contributions towards the revenue costs associated with many capital schemes. He gave an example of the ongoing costs to maintain and repair bus shelters.

RESOLVED - That the capital expenditure be approved as follows:-

<u>Scheme</u>	<u>£</u>
Phase 2 of 'MyBus' project	7.315 m
Replacement of life expired AccessBus vehicles	1.189 m

27. STANDING ORDER 3(3) - REQUEST FOR ITEM PLACING ON AGENDA

Councillor J S King took the chair for consideration of this item.

Councillor McBride introduced the following motion regarding Kirklees MC allowing private hire vehicles to use their bus lanes and Calderdale MBC's decision to remove part of an established bus lane on Huddersfield Road.

“That the Passenger Transport Authority urges Kirklees and Calderdale Councils to withdraw measures, which are contrary to Local Transport Plan 1, which in turn threaten the outcome of Local Transport Plan 2.”

He expressed his serious concern that the decision taken by the two councils could have serious consequences for the LTP2, especially with regard to the amount of funding allocation.

The following alternative motion was put forward by Councillor S King.

“That the Passenger Transport Authority notes with regret that Kirklees Council is permitting, on a trial basis, private hire vehicles to use one of their bus lanes and that Calderdale Council intends to remove part of an established and successful bus lane on Huddersfield Road.

The Passenger Transport Authority recognises that these Councils possess the powers to make such decisions in respect of their highways.

Nevertheless the PTA reiterates its serious concern that their actions are inconsistent with PTA policy and the LTP strategy.

The PTA requests that a report, produced in conjunction with the relevant District Council, be prepared for the local Transport Plan Steering Group outlining potential consequences for Local Transport Plan 2.”

RESOLVED - That approval be given for Councillors King and McBride to prepare an alternative motion incorporating both suggestions.

Councillor Hussain returned to take the chair for the remaining agenda item.

28. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED - That the press and public now be excluded from the meeting on the grounds that if they were present there would be disclosure to them of exempt information defined in Part 1 (paragraphs 7 and 9) of Schedule 12a of the Local Government Act 1972.

29. LEASE - FORMER MANGER'S OFFICE: DEWSBURY BUS STATION

The Authority considered a report of the Passenger Transport Executive on the granting of a new lease to Arriva Yorkshire Limited in respect of the former manager's office at Dewsbury Bus Station.

RESOLVED -

- (a)** That approval be given to the granting of a new lease to Arriva Yorkshire Limited, subject to the terms outlined in paragraph 2.2 of the submitted report.
- (b)** That the Passenger Transport Executive be requested to complete the necessary documentation.