

**AT MEETING OF THE WEST YORKSHIRE PASSENGER TRANSPORT
AUTHORITY HELD AT WELLINGTON HOUSE
ON FRIDAY 27 JUNE 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, M Lyons,
G Phelps, A Pinnock, K Rhodes, D Robinson, T Swift,
P Wadsworth, G Wainwright, M Walker and A Wallace

1. APPOINTMENT OF CHAIR

Two nominations were proposed and seconded for the position of Chairman of the Authority.

RESOLVED - That Councillor C Greaves be appointed Chair of the Authority.

2. APPOINTMENT OF DEPUTY CHAIR

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

RESOLVED - That Councillor R Downes be appointed Deputy Chair of the Authority.

3. APOLOGIES

An apology for absence was received from Councillor S Khan.

4. WELCOME

The Chair welcomed Councillors A Hawkesworth, G Hyde and D Robinson to their first meeting and welcomed back Councillors M Bolt, E Firth, A Pinnock and P Wadsworth.

In welcoming new members, he also paid tribute to Councillors K Hussain, B Jennings, S King, P McBride, D Sheard and M Slater. He expressed appreciation for the hard work they had undertaken and dedication on behalf of the Authority and gave them the Authority's best wishes for the future.

5. DECLARATIONS OF INTEREST

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

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 2008/09 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 stated that it was his view that appointments should be made to reflect the political composition of the respective Councils. On that basis in addition to the Wakefield Spokesperson the Labour Group should also fulfil that role for Bradford and Leeds.

The Clerk confirmed that there was no requirement under Section 41 of the Act for the appointment of Spokespersons to be made according to political balance.

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

Councillor A Hawkesworth	-	Bradford
Councillor G Wainwright	-	Calderdale
Councillor M Bolt	-	Kirklees
Councillor C Campbell	-	Leeds
Councillor G Phelps	-	Wakefield

8. APPOINTMENTS TO COMMITTEES

The Authority considered a report of the Clerk on the Appointments to Committees for 2008/09.

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.

It was reported that the Education Liaison Group and the Social Services Liaison Group had been renamed Children & Young People Liaison Group and Adult Services Liaison Group to reflect the changes in the way education and social services matters were dealt with at District Council level.

Comment was also made that the terms of reference for the Business Improvement Group had been amended in order to consider reports on value for money reviews.

Councillor Lyons questioned the reduction of Labour members on the Audit and Governance Committee from 3 to 2. In response, the Chair indicated that although it was purely a round up exercise he was more than happy to re-look at the membership on the committee.

The Chair then went on to read out the Chairs of the respective Working Groups for the forthcoming year.

RESOLVED -

- (a) That the Committee Structure and Terms of Reference for 2008/09 be approved.
- (b) That the position of Chair and appointments to the Working Groups be approved.
- (c) That membership on the Audit and Governance Committee be reviewed.

9. APPOINTMENTS AS REPRESENTATIVES OF THE AUTHORITY

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	-	Chair Deputy Chair Shadow Chair
Local Government Association Urban Commission	-	Chair Deputy Chair
Association of Councillors General Management Committee	-	Chair

Yorkshire and Humber Assembly Regional Transport Board	-	Chair
Yorkshire and Humber Assembly Regional Transport Forum	-	Chair Deputy Chair
Yorkshire and Humber Assembly Regional Planning Forum	-	Deputy Chair
PTA Special Interest Group	-	Chair Deputy Chair Shadow Chair

10. CALENDAR OF MEETINGS 2008/2009

The Authority considered a report of the Clerk on the proposed Calendar of Meetings for 2008/09.

It was commented that the dates and times of the Kirklees PCC meeting were provisional pending further discussion.

RESOLVED - That the Calendar of Meetings for 2008/09 be approved.

11. 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) Members'/officer Protocol
- (iv) Financial Regulations
- (v) Members' Allowance Scheme

RESOLVED - That the documents be approved.

12. MINUTES OF THE MEETING OF THE AUTHORITY HELD ON 28 MARCH 2008

RESOLVED - That the minutes of the meeting of the Authority held on 28 March 2008 be approved and signed by the Chair.

13. MINUTES OF THE MEETINGS OF THE LOCAL TRANSPORT PLAN STEERING GROUP HELD ON 19 MARCH 2008 AND 28 MAY 2008

RESOLVED - That the minutes of the meetings of the Local Transport Plan Steering Group held on 19 March 2008 and 28 May 2008 be noted.

14. MINUTES OF THE MEETING OF THE FACILITIES WORKING GROUP HELD ON 20 MARCH 2008

RESOLVED - That the minutes of the meeting of the Facilities Working Group held on 20 March 2008 be noted.

15. MINUTES OF THE MEETINGS OF THE TENDERED SERVICES WORKING GROUP HELD ON 31 MARCH 2008, 12 MAY 2008 AND 2 JUNE 2008

RESOLVED - That the minutes of the meetings of the Tendered Services Working Group held on 31 March 2008, 12 May 2008 and 2 June 2008 be noted.

16. MINUTES OF THE MEETINGS OF THE PASSENGER CONSULTATIVE COMMITTEES

RESOLVED -

- (a)** That the minutes of the meeting of the Leeds Passenger Consultative Committee held on 7 April 2008 be noted.
- (b)** That the minutes of the meeting of the Calderdale Passenger Consultative Committee held on 8 April 2008 be noted.
- (c)** That the minutes of the meeting of the Kirklees Passenger Consultative Committee held on 9 April 2008 be noted.
- (d)** That the minutes of the meeting of the Wakefield Passenger Consultative Committee held on 10 April 2008 be noted.
- (e)** That the minutes of the meeting of the Bradford Passenger Consultative Committee held on 11 April 2008 be noted.

17. MINUTES OF THE MEETING OF THE DEVELOPMENT AND ENVIRONMENT WORKING GROUP HELD ON 25 APRIL 2008

RESOLVED - That the minutes of the meeting of the Development and Environment Working Group held on 25 April 2008 be noted.

18. MINUTES OF THE MEETING OF THE RAIL WORKING GROUP HELD ON 16 MAY 2008

The Authority commented on the success of the recent Rail Summit organised by Metro and Leeds City Region Partnership, which involved key figures from the rail industry, businesses and the City Region. The main focus of the Summit was to illustrate the economic benefits of rail to the City Region and the need for extra train capacity, benefits of a high speed link to London and to continue the opportunities offered by tram-train, particularly innovative approaches needed to maximise the benefits of rail and the case for classification.

The Authority agreed that the Lines of Enquiry Rail Summit was an ideal platform to highlight the vital role that rail had to play right across the City Region and gave the local business community and politicians the opportunity to engage and find out more about how the local transport network affected them, and how they could participate by having a say in the future and to support the case for future investment, which was critical to the future growth of the region.

RESOLVED - That the minutes of the meeting of the Rail Working Group held on 16 May 2008 be noted.

19. EXCLUSION OF THE PRESS AND PUBLIC

During consideration of the following item the Authority considered that, due to the nature of the discussions future negotiations could be prejudiced should certain information be disclosed to the press and public.

RESOLVED – That in respect of Agenda Item No. 12 (minutes of the Appointed Members held on 28 May 2008) the press and public be now excluded on the grounds that if they were present there would be disclosure to them of exempt information defined in paragraph 3 of Schedule 12a of the Local Government Act 1972.

20. MINUTES OF THE MEETING OF THE APPOINTED MEMBERS HELD ON 28 MAY 2008

Concessionary Fares – Reimbursement

Members were given an update on the 3 year reimbursement arrangements which had provisionally been agreed with the larger operators.

It was reported that the proposed agreements would commit Metro to expenditure in the region of £140m over the 3 year period which compared favourably with other concessionary travel authorities.

In response to a question raised, the Authority were given assurances that any agreement would commit those operators not to appeal against Metro's published scheme (unless there was a national change affecting all reimbursements). Metro would make a commitment to republish the scheme after 3 years so that operators had not foregone their right to appeal after that period of the agreement. In return Metro had agreed that they would not implement additional claw back arrangements over the 3 year period of the agreement.

The Authority welcomed that the proposed arrangements for the next 3 years would effectively provide a level of certainty about reimbursements and the required budget. The Director General commented that further work would be carried out on the potential risks remaining including the possibility if patronage growth was higher than forecasted which would allow the level of reserves required to be reconsidered and identify if it was possible to reduce reserves for tendered services.

RESOLVED –

- (a)** That the minutes of the meeting of the Appointed Members held on 28 May 2008 be approved.
- (b)** That a report be submitted to the next meeting of the Authority on reimbursement arrangements.