

**AT A MEETING OF THE WEST YORKSHIRE INTEGRATED TRANSPORT
AUTHORITY EXECUTIVE BOARD HELD IN WELLINGTON HOUSE ON
FRIDAY 29 JANUARY 2010**

PRESENT: Councillor R Downes (Chair)

Councillors C Greaves, E Firth, A Hawkesworth, M Lyons, A Pinnock,
K Rhodes and P Wadsworth

Observers: Councillor J Jarosz and Councillor D Robinson

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. DECLARATIONS OF INTEREST

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

3. ITA COMMITTEE STRUCTURE PROPOSALS

The Executive Board considered a report of the Clerk setting out a proposed committee framework for the new ITA governance arrangements.

The Executive Board was advised that the current ITA committee structure comprised of working groups, liaison groups and passenger consultative committees. Under the new arrangements it was proposed that the working group element would be subject to substantial changes and replaced with a scrutiny function, together with appropriate West Yorkshire liaison committees for each of the five Districts. The Audit and Governance Committee and Standards Committee would continue in their present format to comply with legislation and it was also proposed that the Local Transport Plan Steering Group and the Passenger Consultative Committees be retained in their current format.

ITA Executive Board

It was reported that the 8 member Executive Board must reflect the political balance in West Yorkshire. It was proposed that the membership should include the Chair, Deputy Chair and Shadow Chair of the ITA and that the remaining 5 places should be allocated to ensure that political balance and District representation was achieved. It was recognised that there was a legal requirement to appoint from amongst the wider ITA members a spokesperson

for each District and that whenever possible it would be appropriate that they filled the five other places on the Executive Board.

The Board commented that by ensuring District Spokesperson appointments were in accordance with political balance, appropriate liaison between the political parties would deliver representation from each District. However, it was stressed that it was imperative that a mechanism should be in place, which would ensure District representation if the District Spokesperson arrangements could not be achieved.

Consideration was also given to use of substitute members in the absence of any full Executive Board members.

District Liaison Committees

The Executive Board acknowledged that strengthened liaison and engagement with the five Districts was a necessary requirement of an enhanced Governance arrangement. It was reported that the prime functions of the District Liaison Committees would be to assume the roles of the current Liaison Groups together with an enhanced strategic policy element, which affected the whole of West Yorkshire.

The Executive Board considered the proposed frequency of meetings and whether they should meet on the same day as the Passenger Consultative Committees.

With regard to District representation, the Executive Board stressed the requirement that the most appropriate members from the Districts were appointed. They considered that at the very minimum the Portfolio/Lead members for transport should be included.

Scrutiny Committee

The Executive Board recognised that one of the key areas of strong Governance was in the introduction of a robust scrutiny procedure. In order to achieve that function it was proposed to establish 3 scrutiny committees to oversee the work carried out by each of Metro's three directorates, Corporate Services, Development and Passenger Services.

Whilst strongly supporting the introduction of scrutiny in principle, members were of the view that a further review of the scrutiny roles be considered and to investigate the merits of retaining a Tendered Services Committee.

The Executive Board agreed that the membership of the Scrutiny Committees consist of those members who did not sit on the Executive Board and that they should meet every 3 months with an element of flexibility to vary that arrangement depending on the workload of the committee.

Members Allowances

It was reported a comprehensive review of the Members' Allowances Scheme would be carried out to reflect the changes made to the Authority's committee structure.

RESOLVED -

ITA Executive Board

- (i) That the ITA Executive Board meet every month excluding May and August.
- (ii) That the ability to hold emergency meetings or cancel meetings be written into the Standing Orders of the Authority.
- (iii) That the future composition of the ITA Executive Board included:
 - the Chair
 - the Deputy Chair
 - the Shadow Chair
 - plus one member from each District with an overall requirement that political balance be retained
- (iv) That, with regard to substitute members, each party nominates one alternate member which would take effect immediately until the Annual Meeting.

District Liaison Committees

- (v) That District Liaison Committees be set up comprising of ITA members from the respective Districts together with portfolio members nominated by the District.
- (vi) That the District Liaison Committees be held on a quarterly basis and held on the same day, immediately prior to the Passenger Consultative Committee meetings.

Scrutiny Committees

- (vii) That a further report be brought to the next meeting of the Executive Board on the remit, role and composition of the Scrutiny functions
- (viii) That the District Liaison Committees and Passenger Consultative Committees be chaired by the District Spokesperson.
- (ix) That the Scrutiny Committee(s) be comprised of 7 members from those members not on the Executive Board.

- (x) That the Scrutiny Committee(s) meet every quarter with the chair of that Committee having discretion to amend the schedule depending on the workload of the Committee.
- (xi) That the Audit and Governance Committee, Standards Committee, Local Transport Plan Steering Group be retained and the Standards Committee continue to be chaired by the Independent Members and the Local Transport Plan Steering Group by the Deputy Chair of the Authority.
- (xii) That a review of members' allowances be commenced.

4. EXCLUSION OF THE PRESS AND PUBLIC

During consideration of the following item, the Executive Board decided that due to the nature of discussion, future negotiations would be prejudiced should certain information be disclosed to the press and public.

RESOLVED - That in respect of Agenda Item No. 5, Three Year Financial Strategy and Budget Update, 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.

5. THREE YEAR FINANCIAL STRATEGY AND BUDGET UPDATE

The Executive Board considered a report of the Passenger Transport Executive on the latest position with regard to the 3 year financial strategy and budget for 2010/11.

It was reported that the Authority faced considerable financial challenges in the coming 3 years with the most significant threat being the uncertainties of the future funding and reimbursement methodology for concessionary fares. Since the pre-budget meeting (in December 2009) the Executive Board were informed that the District Councils had requested a "nil" increase in the levy.

The Executive Board commented that whilst a 1% increase in the levy would be a sensible strategy to manage the expected risk in the concessionary fares budget after the 3 year arrangement ended in 2011, they recognised the financial pressures facing the District Councils and considered that the Authority should proceed with a "nil" increase in the 2010/11, which could be delivered with careful management of resources and continued efforts to make savings.

In considering the savings, which were outlined in paragraph 2.10 of the submitted report, a lengthy discussion took place on proposals to increase the discretionary elderly rail concessions, which had not been increased since 2005. The Executive Board was advised that discussions with the train

operating companies had commenced to consider whether they were able to contribute to the concession.

After discussion a vote was taken on the following two proposals:

It was proposed by the Labour Group -

“That the elderly rail concession remain unchanged at 35p and that if the savings required could not be achieved they be met from the Authority’s reserves.”

The motion was proposed by Councillor Lyons and seconded by Councillor Firth.

For: 3
Against: 5

The motion was rejected.

It was proposed by the Pact -

“That the ITA be recommended to consider an increase in the elderly rail concession.”

The motion was proposed by Councillor Downes and seconded by Councillor Greaves.

For: 5
Against: 3

The motion was carried.

RESOLVED -

- (i) That the ITA Executive Board note the current position with regard to the three year financial strategy and 2010/11 budget and levy.
- (ii) That the principle on savings, as set out in paragraph 2.10 of the submitted report and recommendation that the Authority consider an increase in the elderly rail concession, be endorsed.
- (iii) That, upon completion of the discussions with the train operating companies, formal approval to an appropriate level of increase to the elderly rail concession be considered by the Authority.

6. MAJOR SCHEME DEVELOPMENT

The Executive Board considered a report of the Passenger Transport Executive on the development costs and risks associated with major schemes programme and the potential ways forward.

Potential Ways Forward

The Executive Board noted that the NGT was a key priority and up-front expenditure on such a scheme was necessary to meet DfT requirements. It was hoped that the DfT would grant Programme Entry around the end of January, which would provide a higher degree of certainty and reduce the risk of abortive expenditure.

It was reported options were being developed to re-profile some of next year's spend on the rail schemes which would also consider alternative funding mechanisms from the industry and partners. The Executive Board recognised that it was important that work progressed on these schemes in order to demonstrate to the region that they would deliver in line with the programme, as the region was taking a robust approach to programme management.

The Executive Board agreed to the proposal to include a single 'pot' of funding for development work on the rail major schemes in the 2010/11 capital programme, which would be used flexibly and directed to schemes to minimise the risk of abortive expenditure and maximise the amount of funding ultimately secured for West Yorkshire. It was reported that funding available for that purpose depended on other schemes in the capital programme which would be finalised for consideration at the Authority's budget meeting in February 2010.

It was reported that only £0.6m of the £1.8m additional LTP uplift funding distributed from the 10 years Regional Funding Allocation had been committed. It was proposed that the remainder of the funding would be initially used to support the development of major schemes and that the smaller schemes be developed in more detail in order that they can be brought forward when funding allowed.

RESOLVED -

- (i)** That the position in relation to the development of major schemes is noted.
- (ii)** That a single 'pot' of funding be set aside for development work on the rail major schemes in the 2010/11 capital programme.
- (iii)** That a letter be written to the Secretary of State for Transport in relation to Pontefract Monkhill, as set out in paragraph 2.10 of the submitted report.

7. USE OF WELL BEING POWERS

The Executive Board considered a report of the Passenger Transport Executive on the use of well being powers to provide financial assistance to support the operation of the Dalesbus services in 2010.

It was reported that the Tendered Services Working Group had recommended a contribution of £21,000 for the service. It was, therefore, proposed to award a grant under Section 99 of the Local Transport Act 2008 for the Authority to use its well being powers to give financial assistance where it is considered that the grant would achieve one or more of the objectives specified in Section 99(1) of the Act.

RESOLVED - That the Executive Board exercise its well being powers under Section 99 of the Local Transport Act 2008 to provide financial assistance of £21,000 to the Dales and Bowland Community Interest Company for the operation of the Dalesbus services in 2010.