



## Transport Delivery Committee

**Date:** Monday 10 July 2017

**Time:** 1.00 pm **Public meeting** Yes

**Venue:** Room 116, 16 Summer Lane, Birmingham B19 3SD

### Membership

Councillor Richard Worrall (Chair)  
Councillor Phil Davis (Vice-Chair)  
Councillor Timothy Huxtable (Vice-Chair)  
Councillor Pervez Akhtar  
Councillor Robert Alden  
Councillor Adrian Andrew  
Councillor Mohammed Fazal  
Mohammed Hanif  
Councillor Kath Hartley  
Councillor Diana Holl-Allen  
Councillor Roger Horton  
Councillor Chaman Lal  
Councillor Keith Linnekor  
Councillor Ted Richards  
Councillor Judith Rowley  
Councillor Gurcharan Singh Sidhu  
Councillor David Stanley  
Councillor Daniel Warren  
Councillor David Welsh

Walsall Metropolitan Borough Council  
Birmingham City Council  
Birmingham City Council  
Coventry City Council  
Birmingham City Council  
Walsall Metropolitan Borough Council  
Birmingham City Council  
Dudley Metropolitan Borough Council  
Birmingham City Council  
Solihull MBC  
Sandwell Metropolitan Borough Council  
Birmingham City Council  
Birmingham City Council  
Solihull Metropolitan Borough Council  
City of Wolverhampton Council  
Sandwell Metropolitan Borough Council  
Dudley Metropolitan Borough Council  
City of Wolverhampton Council  
Coventry City Council

The quorum for this meeting is seven members

If you have any queries about this meeting, please contact:

**Contact** Wendy Slater, Senior Governance Services Officer  
**Telephone** 0121 214 7016  
**Email** [wendy.slater@wmca.org.uk](mailto:wendy.slater@wmca.org.uk)

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# AGENDA

No.	Item	Presenting	Pages	Time
<b>Meeting business item</b>				
1.	Appointment of Chair To note the appointment of the Chair of the Transport Delivery Committee made at the AGM of the West Midlands Combined Authority Board on 23 June 2017		None	
2.	Appointment of Vice-Chairs To note the appointment of Vice-Chairs of the Transport Delivery Committee made at the AGM of the West Midlands Combined Authority on 23 June 2017		None	
3.	Apologies for absence	Chair	None	
4.	Declarations of Interest	Chair	None	
5.	Chair's Remarks	Chair	None	
6.	Minutes of the meeting held on 12 June 2017	Chair	1 - 10	
7.	Matters Arising	Chair	None	
8.	Correspondence/ Petitions	Chair	None	
9.	Terms of Reference	Chair	11 - 16	5 mins
10.	Calendar of Meetings 2017/18	Chair	17 - 18	5 mins
11.	Appointments 2017/18	Chair	19 - 20	5 mins
12.	TDC Annual Review 2016/17	Chair	21 - 28	10 mins
13.	Financial Monitoring Report	Linda Horne	29 - 36	10 mins
14.	Capital Programme Delivery Monitoring Report	Sandeep Shingadia	37 - 44	10 mins
15.	Solihull Advanced Quality Bus Partnership Scheme	Jon Hayes	To Follow	10 mins
16.	Presentation : Swift Delivery Update	Matt Lewis	None	10 mins

17.	WMCA Update -Transport Reports for Information Only (i) <i>Canal &amp; River Trust – Agreement of a Memorandum of Understanding</i> (ii) <i>Swift Vending Machine Wider Roll- Out</i> (iii) <i>Swift on Rail at Non-Constituent Member Stations</i>	Laura Shoaf	45 - 62	10 mins
18.	Notices of Motion To consider any notices of motion lodged by the deadline of 12 noon on 6 July 2017.	Chair	None	
19.	Questions To consider any questions submitted by the deadline of 12 noon on 6 July 2017 for written questions and 12 noon on 7 July 2017 for oral questions.	Chair	None	
20.	Forward Plan	Chair	63 - 68	
21.	Any Other Business		None	
22.	Date of Next Meeting Monday 4 September 2017, 1.00pm		None	

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**WEST MIDLANDS**  
COMBINED AUTHORITY

**Meeting:** Transport Delivery Committee

**Subject:** Minutes

**Date:** Monday 12 June 2017 at 1.00pm

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**Present:**

Councillor Richard Worrall (Chair)	(Walsall Metropolitan Borough Council)
Councillor Pervez Akhtar	(Coventry City Council)
Councillor Robert Alden	(Birmingham City Council)
Councillor Mohammed Fazal	(Birmingham City Council)
Councillor Kath Hartley	(Birmingham City Council)
Councillor Diana Holl-Allen	(Solihull Metropolitan Borough Council)
Councillor Roger Horton	(Sandwell Metropolitan Borough Council)
Councillor Timothy Huxtable	(Birmingham City Council)
Councillor Chaman Lal	(Birmingham City Council)
Councillor Ted Richards	(Solihull Metropolitan Borough Council)
Councillor Judith Rowley	(City of Wolverhampton Council)
Councillor David Stanley	(Dudley Metropolitan Borough Council)
Councillor Daniel Warren	(City of Wolverhampton Council)

**Observer:**

Councillor Mohammed Hanif (Dudley Metropolitan Borough Council)

**By Invitation:**

Andy Street (Mayor – West Midlands Combined Authority)

Apologies for absence were received from Councillors Adrian Andrew, Susan Eaves, Philip Davis, Keith Linnecor and David Welsh.

**In attendance:**

Linda Horne (Head of Finance)  
Steve McAleavy (Head of Transport Operations)  
Claire Postin (Sustainable Travel Manager)  
Peter Sargent (Head of Rail)  
Laura Shoaf (Managing Director, TfWM)  
Taryn Taylor (Senior Concessions and Swift Analyst)  
Carl Craney (Governance Services Officer)

### **118/16 Declarations of Interests**

The Chair, Councillor Richard Worrall and Councillors Kath Hartley, Diana Holl-Allen declared personal interest in Agenda Item No. 8 (Accessible Transport Report) inasmuch as they were the Committee's representatives on the Ring and Ride Service Board. It was noted that Councillor Horton represented Sandwell MBC on the board.

Councillors Roger Horton and Ted Richards declared personal interests in Agenda Item No. 10 (Rail Business Report) inasmuch as there were the Substitute director and Director respectively of West Midlands Rail Limited.

Councillor Timothy Huxtable declared a personal interest in Agenda Item No. 10 (Rail Business Report) inasmuch as he was a Director of Birmingham Innovation Campus.

### **119/16 Chair's Remarks**

#### **i) Retiring Members of the Committee**

The Chair offered his thanks to Councillors Paul Brothwood and Susan Eaves who would not be returning as members of the Committee during the forthcoming Municipal Year.

#### **ii) Andy Street, Mayor, West Midlands Combined Authority**

Further to Minute No. 106/16 (ii), the Chair advised that the Mayor, Andy Street, would be attending the Committee from approximately 2:00 p.m. and that it was proposed to conduct a 'Question and Answer' session.

The minutes of the meeting held on 3 April 2017 were agreed, and signed by the Chair, as a correct record.

### **120/16 Minutes**

The minutes of the meeting held on 8 May 2017 were agreed and signed by the Chair as a correct record.

### **121/16 Matters Arising**

#### **(a) Bus Report (Minutes Nos. 101/16 and 108/16(a))**

Councillor Richards reported that the changes to the bus services in East Birmingham and Solihull had now been implemented with only minor amendments. He expressed concerns with regard to the changes to some of the services. He advised that National Express had offered to hold a 'Surgery' to address these matters but that he was of the view that this was premature until such time as the revised services had become established and all problems identified.

Steve McAleavy welcomed this approach and advised that the revised services had included some enhancements. He assured the Committee that Transport for West Midlands (TfWM) was working closely with National Express to identify mitigation measures in relation to any reduction in services.

**(b) Financial Outturn Report** (Minute No. 109/16)

Councillor Rowley advised that she had yet to receive a briefing note with regard to cycling facilities provision. Linda Horne reported that the briefing note had been prepared and undertook to arrange for it to be circulated. Councillor Horton reported that this issue had been raised at the recent Partnership Meeting with London Midland, that prior to that meeting he had received a briefing and that the outcome appeared positive.

**(c) Midland Metro Wednesbury to Brierley Hill Extension** (Minute No. 116/16)

Councillor Stanley advised that he had yet to receive a briefing with regard to the Dudley Bus Station and the access for Metro into and out of the bus station. Laura Shoaf undertook to arrange for a briefing to take place in Dudley for Councillor Stanley.

**(d) Forward Plan** (Minute No. 117/16)

The Chair advised that an Annual Report in relation to the work of the Committee during the 2016/17 Municipal Year was being prepared and would be presented to a future meeting.

**122/16 Correspondence / Petitions**

Carl Craney reported that a petition submitted by councillor Huxtable regarding the moving of no. 98 bus stop on the Lickey Road nearer to Eliot Gardens had been forwarded to Customer Relations on 1 June 2017 and was receiving attention.

**123/16 2017/18 Child Concessionary Travel Scheme**

The Committee considered a report of the Senior Concessions and Swift Analyst on the concessionary fares scheme in the WMCA area which was governed by the following separate pieces of legislation:

- I. The Transport Act 2000 (as amended);
- II. The Transport Act 1985 (as amended); and
- III. Travel Concession Scheme Regulations 1986.

She reported that the current Child Travel (Bus) Concession Scheme and the accompanying Reimbursement Arrangements were in operation until 31 July 2017. The new scheme would be in operation from 1 August 2017 to 31 July 2018, inclusive.

**Resolved:**

That the publication of the 2017/18 Child travel (bus) concession scheme and the Child travel (bus) Concession Reimbursement Arrangements, to be effective from 1 August 2017 be approved.

**124/16 Accessible Travel Report**

The Committee considered a report of the Area Manager - Transport on matters relating to Accessible Transport in the West Midlands, the performance of the Ring & Ride service, progress with regard to Service 89 and an update regarding the Prison Visiting Service.

Councillor Hartley, Lead Member - Putting Passengers First, advised that the Ring & Ride service was very important and that she was impressed with the new management arrangements and the endeavours being made to make the service more attractive. She commented that the recent fare increase could affect patronage detrimentally.

Councillor Rowley, Lead Member – Safe and Sustainable Travel, commented that the Prison Visiting Service was a very valuable resource from a social inclusion perspective especially having regard to the remote locations of a number of establishments which were not easily accessible by public transport.

Steve McAleavy reported that he was unaware of any reductions in patronage on the Ring & Ride service following the recent fare increase albeit that the latest patronage figures did not include the period following the fare increase. He commented that the proposed independent review of the service would be beneficial in determining any future review of the service.

With regard to Service 89, he reported that too many customers were being offered only one solution and that there was a need to tailor the offer to suit a variety of situations. Councillor Holl-Allen commented that the service suited number of customers but potentially presented difficulties to those who could not travel to the designated stops. She suggested that there was a need to improve the offer. Steve McAleavy assured the Committee that the service was being reviewed with the ATG and users. Councillor Holl-Allen commented on the lack of space for customers who required the assistance of Zimmer frames. The Chair commented on the need to optimise the resources available and provide a service to those who required it.

**Resolved:**

- (1) That the report regarding Accessible Transport be noted;
- (2) That a further report on this matter be presented in autumn 2017.

**125/16 West Midlands Cycling Charter progress**

The Committee considered a report of the Sustainable Travel Manager on matters relating to the performance, operation and delivery of the West Midlands Cycling Charter initiatives.

Councillor Rowley, Lead Member – Safe and Sustainable Travel, advised that she hoped to have an opportunity to pose questions to the Mayor on his targets for cycling and walking.

Councillor Lal commented on the difficulties facing cyclists when purpose built cycle lanes were obstructed by parked vehicles and on the need for enforcement powers to address this matter. Claire Postin advised that TfWM worked closely with the Police and the local authorities to take the necessary steps to keep the network moving. The aspiration was to provide segregated cycle paths which would reduce the opportunity for them to be obstructed by parked vehicles. The work currently underway on design guides for future



infrastructure projects, such as 'cycle super highways' would seek to address this issue.

Councillor Stanley reported on a recent conversation travelled to the rail station and then on to work by cycle and on the lack of space on many trains for cycles. Peter Sargant acknowledged the current capacity issues on the rail network but reminded the Committee that currently London Midland offered free rail travel to cyclists. The new rail franchise would address the capacity issue but this was unlikely to be delivered before 2021 and in the interim there was a need to consider how to make best use of the limited space available.

Councillor Richards commented a number of under used cycle infrastructure schemes which had resulted in increased congestion from the reduction in available road space for motor vehicles. He referred to the 'Car Exclusion' zones referred to at paragraph 8.14 of the report and advised that this concept was unpopular with a number of residents and car users. He reminded the Committee that cycling was not a panacea for all transport and/or clean air problems. He also reminded the Committee that enforcement of the obstruction of cycle lanes was not a high priority for the Police and that local authorities did not enjoy any enforcement powers in relation to this issue.

With regard to enforcement powers, Laura Shoaf advised that attempts had been made during the negotiations on Devolution 1 to obtain enforcement powers but that this had not been successful. A business case was now being prepared in attempt to demonstrate to Central Government the need for such powers to be included in a future Devolution Deal.

Claire Postin referred to the many examples of good practice in Solihull and stressed the need for any capital schemes to include an element of revenue resource to enable suitable training and education to be provided.

**Resolved:**

- (1) That the progress to date with the West Midlands Cycling Charter Action Plan be noted;
- (2) That a further progress report be submitted in six months time.

**126/16 Rail Business Report**

The Committee considered a report of the Head of Rail which provided an update relating to the performance, operation and delivery of rail services in the West Midlands including on rail operator partnership agreements and West Midlands Rail (WMR) activity.

In addition he also reported on the proposed leaf fall timetable on the Cross City line to be operated by London Midland this autumn noting that it was proposed to be of shorter duration than last year (six weeks rather than seven) and provide more capacity. He also reported on changes to the timetable from Monday 22 May 2017 insofar as it affected calls at Berkeswell station on the Coventry – Birmingham route. This had resulted in the call at Berkeswell at 0821 being moved into a train at 0757 instead because the four car train at 0821 was seriously overcrowded (resulting in passengers, particularly at

Marston Green, struggling to board). The earlier service was an eight car train and had some spare capacity, however the change had resulted in a strong reaction from passengers. Concern had been raised with London Midland with regard to this change which had acknowledged the need for greater consultation on the proposal. The Department for Transport had required a review after one month of operation of the revised service and the results would be known shortly.

Furthermore, he reported on major engineering work occurring over the Christmas and New Year period affecting various lines around Birmingham which included the closure of the Wolverhampton – Birmingham line via Sandwell and Dudley. He undertook to provide a fuller briefing on the impact of this change in the next Rail Business Report to this Committee. He assured the Committee that Wolverhampton – Birmingham would continue to be served during the closure g the diversionary route via Bescot.

Councillor Warren commented that this proposed closure increased the need for the Metro works on Bilston Road, Wolverhampton to be completed on schedule. This point was acknowledged by Peter Sargent who reported that the issue was being discussed with the Train Operating Companies. Councillor Rowley commented on the need for a contingency plan in the event that the Metro works were not completed on time. Peter Sargent advised that a bus replacement service would be available to service intermediate stations. Councillor Horton suggested that this matter be raised at the next rail / metro meeting.

Councillor Holl-Allen requested clarification as to whether the amendments at Berkswell amounted to a further reduction in service. Peter Sargent advised that this was not the case. Councillor Horton suggested that this matter be raised at the next London Midland Partnership meeting.

With regard to the proposals for Park and Ride facilities, Councillor Stanley requested that the provision at Coseley Station be reviewed. He also reported on his attendance at the presentation of London Midland's 'Labs' and on the number of innovative technological developments available to help less able people. He suggested that a demonstration of these innovations be arranged for a future Member Briefing. Peter Sargent undertook to make the necessary arrangements.

With regard to the proposals for Longbridge Park and Ride facilities, Councillor Huxtable commented that this scheme had not been granted funding through the National Productivity Investment Fund (NPIF) route and queried how it was to be financed. Peter Sargent advised that this scheme had not met the funding criteria for financing via the NPIF.

With regard to the proposals for University Station, Councillor Huxtable questioned whether the intention was to future proof the scheme given the contents of the Smithfield masterplan document. Peter Sargent explained that the intention was to reconstruct the station on the current site. The site had major constraints and a relocation was not being considered. Councillor

Huxtable queried the position with the Smithfield Masterplan document and proposals for an integrated transport interchange. She assured the Committee that every effort would be made to future proof all schemes.

The Chair enquired as to the present position with the electrification of the Chase Line. Peter Sargant undertook to obtain an update on the present position from Network Rail and report to a future meeting of the Committee.

**Resolved:**

- (1) That the contents of the report and the supplementary information be noted;
- (2) That the effects of the closure of the Wolverhampton – Birmingham line for a ten day period over Christmas 2017 and the possible clash with the Bilston Road Metro works be raised at the next rail / metro meeting;
- (3) That the changes to the Solihull timetable, particularly the changes at Berkswell, be raised at the next London Midland Partnership meeting;
- (4) That arrangements be made for a demonstration of innovative technological developments at a future Members Briefing;
- (5) That a report on the current position with electrification be submitted to a future meeting of the Committee.

**127/16 Andy Street – Mayor – West Midlands Combined Authority**

The Chair welcomed Andy Street, mayor of the West Midlands Combined Authority to the meeting. The Mayor explained that his proposals had been set out in detail in his manifesto and that his anticipated achievements had been published on the WMCA website. He advised that the work of this Committee and the Transport team was integral to the success of the organisation. He commented that he believed he could help deliver projects on time and within budget. He could also assist in removing blockages to success.

He responded to various questions from members on the following topics:

- Cycling initiatives;
- Safer Travel;
- Relationship with the Police and Crime Commissioner;
- Investment in infrastructure required in the event of the Commonwealth Games being hosted by Birmingham;
- Comparison of powers with Transport for London;
- Heavy rail – re-introduction on redundant lines.

**128/16 WMCA Update – Transport Report – For Information Only  
National Productivity and Investment Fund Programme**

The Committee considered a report on the National productivity and Investment Fund programme that had been approved at the West Midlands Combined Authority (WMCA) Board at its meeting on 12 May 2017.

Laura Shoaf reported that advice was expected in autumn 2017 on NPIF Phase 2. She also reported on the possibility of a housing Infrastructure Fund being established with £2 – 3 billion being available by 2021.

## **129/16 Notice of Motion**

### **Special Responsibility Allowances**

A Notice of Motion as detailed below was proposed by the Chair and seconded by Councillor Huxtable. A number of members spoke in support of the Notice of Motion.

#### **Resolved:**

That the WMCA Board be recommended to approve the following Notice of Motion:

“Transport Delivery Committee would like to adopt a collaborative approach to the management of its work, whereby, henceforward, lead member roles would be allocated in proportion to the party-political make-up of the TDC in any given year (in 2017-18, 2:1, Labour: Conservative).

There are currently 5 Special Responsibility Allowances (Chair, Vice-Chair and three Lead Members, all Labour in 2016-17) out of a total membership of 19 representatives from the seven metropolitan councils (7x Birmingham, 2x each for the six others).

It is recommended as follows:

That the TDC be allowed, within its existing Special Responsibility Allowance budget, to adopt a proportional model for Lead Member roles, akin to that followed by the Local Government Association, as follows:

1x Chair (Labour)  
2x Vice-Chair (1x Labour, 1x Conservative)  
3x Lead Members (2x Labour, 1x Conservative)

The additional Vice-Chair responsibility would be funded by a reduction in the SRAs currently paid to the existing five Lead Members.

TDC requests the West Midlands Combined Authority Board approve:

(a) the proposed proportional model of working;  
(b) agree the mechanism whereby the additional SRA for the second (opposition) Vice-Chair would be funded from within the existing TDC budget for Special Responsibility Allowances and  
(c) should the proportional model be approved, TDC recommends the following to the WMCA Board:

Chair: Councillor Richard Worrall

Vice-Chairs: Councillors Philip Davis and Conservative Group nominee (to be notified).”

## **130/16 Questions**

None received.

**131/16 Forward Plan**

The Committee considered a report of agenda items to be submitted to future meetings.

**Resolved:**

That the report be noted.

**132/16 Date of Next Meeting**

Monday 10 July 2017 at 1:00 p.m. (to be confirmed following WMCA AGM).

**CHAIRMAN**

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**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	10 July 2017
<b>Report title</b>	Terms of Reference
<b>Accountable Director</b>	Mark Taylor, Finance Director Email <a href="mailto:mark.taylor@wmca.org.uk">mark.taylor@wmca.org.uk</a> Tel 0121 214 7066
<b>Accountable Employee</b>	Tim Martin, Head of Governance Email <a href="mailto:tim.martin@wmca.org.uk">tim.martin@wmca.org.uk</a> Tel 0121 214 7435
<b>Report to be/has been considered by</b>	Councillor Richard Worrall

### Recommendation(s) for action or decision:

#### The Transport Delivery Committee to:

1. That the terms of reference of the Transport Delivery for 2017/18 attached to the report be noted.

## **1.0 Purpose**

- 1.1 To note the terms for reference of the Transport Delivery Committee for 2017/18 that were agreed by the West Midlands Combined Authority at its meeting on 7 April 2017 as part of the WMCA's Constitution.





Transport Delivery Committee	
<b>Governance Type</b>	Policy development and policy delivery
<b>Purpose</b>	<p>The Transport Delivery Committee will be a sub-committee of the Combined Authority Board.</p> <p>The Transport Delivery Committee will be part of the Transport for West Midlands (TFWM) activities.</p> <p>To provide oversight of operational delivery of transport across the West Midlands.</p> <p>As requested by the Combined Authority Board or Leader with Transport responsibilities, advise on transport policy matters.</p> <p>Be responsible for the discharge of specified transport functions delegated by the Combined Authority Board.</p>
<b>Accountable to</b>	Combined Authority Board via Transport Portfolio Holder
<b>Membership</b>	<p>Total 19 broken down as follows:</p> <ul style="list-style-type: none"> <li>• Birmingham City Council 7</li> <li>• City of Wolverhampton 2</li> <li>• Coventry City Council 2</li> <li>• Dudley Metropolitan Borough Council 2</li> <li>• Sandwell Metropolitan Borough Council 2</li> <li>• Solihull Metropolitan Borough Council 2</li> <li>• Walsall Metropolitan Borough Council 2</li> </ul> <p>Members will be nominated by their Council</p>
<b>Chair</b>	Appointment of the Chair and Vice Chair of the Transport Delivery Committee will be made by the Combined Authority Board.



<b>Voting</b>	<p>Each member of the Transport Delivery Committee will have one vote.</p> <p>All matters before the Transport Delivery Committee shall be decided by a majority of the members of the committee present and voting on the matter.</p>
<b>Quorum</b>	The quorum for the Transport Delivery Committee shall be seven members.
<b>Frequency</b>	The Transport Delivery Committee will meet bi-monthly or more frequently as required to deliver the work.
<b>Allowances</b>	Allowances to be paid in 2016-2017.
<b>Servicing</b>	The Combined Authority Governance Team will support the Transport Delivery Committee.
<p><b>Functions</b></p> <p>The following functions of the Combined Authority will be referred to the Transport Delivery Committee of the Combined Authority in consultation with the member designated as lead member for transport in order that recommendations may be made to the Combined Authority Board for decision:</p> <ul style="list-style-type: none"> <li>I. receive policies that promote and encourage safe, sustainable, efficient and economic transport facilities and services</li> <li>II. receive policy issues as specifically identified by the Combined Authority Board within the Work Programme</li> <li>III. the relevant elements of the Combined Authority's revenue budget and levy</li> <li>IV. Bus Quality Partnership Schemes</li> </ul> <p>The following functions of the Combined Authority will be delegated to the Transport Delivery Committee of the Combined Authority in order for it to determine, subject to the Transport Delivery Committee of the Combined Authority exercising these functions in accordance with any transport policies of the Combined Authority, the Local Transport Plan / Strategy, and the Combined Authority's agreed transport budgets:</p> <ul style="list-style-type: none"> <li>I. monitoring and overseeing the delivery of transport activities (including the power pursuant to s15 (6) of the Transport Act 1968) to such directions to officers of the Combined Authority as appears to the Transport Delivery Committee of the Combined Authority to be appropriate to secure the policy objectives of the Combined Authority</li> <li>II. ensuring that the Combined Authority secures the provision of appropriate subsidised public passenger transport services under s9A (3) of the Transport Act 1968</li> <li>III. considering and approving the creation and development of:</li> </ul>	



- a. Ticketing Schemes under s135 - 138 of the Transport Act 2000
- b. Concessionary Travel Schemes under s93 - 104 of the Transport Act 1985
- IV. determining what local bus information should be made available, and the way in which it should be made available, under s139 - 143 of the Transport Act 2000
- V. ensuring the outcomes of the Transport Delivery Committee can be appropriately delivered from within the funding allocations approved by the Combined Authority Board
- VI. monitoring expenditure against its approved budget
- VII. approving and monitoring the Combined Authority minor transport works capital programme and the agreed budget for the scheme concerned
- VIII. monitoring performance against the agreed delivery plan and Local Transport Plan/ Transport Strategy
- IX. formulating, developing and monitoring procedures for public consultation of the Combined Authority's transport policies
- X. considering issues arising from the implementation of schemes for the introduction of smart ticketing systems and state of the art technologies
- XI. determining the operation, performance, contract management and development of tendered bus services, bus stations/stops, and passenger transport services, under s10 (1) of the Transport Act 1968 and within the agreed Combined Authority budget.

Make recommendations to the lead member for Transport in connection with the Combined Authority disposing of, acquiring or developing any land related to transport outcomes.'

Review

To be reviewed June 2017

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## Transport Delivery Committee

<b>Date</b>	10 July 2017
<b>Report title</b>	Calendar of Meetings 2017/18
<b>Accountable Director</b>	Mark Taylor, Finance Director Email <a href="mailto:mark.taylor@wmca.org.uk">mark.taylor@wmca.org.uk</a> Tel 0121 214 7066
<b>Accountable Employee</b>	Tim Martin, Head of Governance Email <a href="mailto:tim.martin@wmca.org.uk">tim.martin@wmca.org.uk</a> Tel 0121 214 7435
<b>Report to be/has been considered by</b>	Councillor Richard Worrall

**Recommendation(s) for action or decision:**

**The Transport Delivery Committee to:**

1. That the schedule of meetings of the Transport Delivery Committee for 2017/18 be agreed.

## **1.0 Purpose**

- 1.1 To agree the schedule of meetings set out in paragraph 2.2 below.

## **2.0 Background**

- 2.1 The dates of the Transport Delivery Committee for 2017/18 have been scheduled to meet during the week of the West Midlands Combined Authority Board (where possible) to enable members of the committee to consider matters in advance of the WMCA Board and to 'feed in' their comments where appropriate.

- 2.2 The proposed meeting dates are therefore :

4 September 2017 (WMCA Board 8 September)

9 October 2017 (WMCA Board 13 October)

6 November 2017 (WMCA Board 10 November)

4 December 2017 (WMCA Board 8 December)

8 January 2018 (WMCA Board 12 January)

5 February 2018 (WMCA Board 9 February)

5 March 2018 (WMCA Board 9 March)

9 April 2018 (WMCA Board 13 April)

14 May 2018 (WMCA Board 11 May)

11 June 2018 (WMCA Board AGM 22 June)

- 2.3 The proposed start is 1.00pm to allow members to hold briefing sessions or Lead Member Reference Group meetings in the morning prior to the committee.



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	10 July 2017
<b>Report title</b>	Appointments 2017/18
<b>Accountable Director</b>	Mark Taylor, Finance Director Tel 0121 214 7066 Email mark.taylor@wmca.org.uk
<b>Accountable Employee</b>	Tim Martin, Head of Governance Email tim.martin@wmca.org.uk Tel 0121 214 7435
<b>Report to be/has been considered by</b>	Councillor Richard Worrall

### Recommendation(s) for action or decision:

#### The Transport Delivery Committee to:

1. That members be appointed to the Lead Member positions and to committees/outside bodies in accordance with the nominations made by each political group (to be circulated at the meeting).

## **1.0 Purpose**

- 1.1 To agree the appointment of Lead Members and members to sit on other bodies for 2017/18.

## **2.0 Background**

- 2.1 The Transport Delivery Committee for 2016/17 had three 'Lead Members' (in addition to the Chair and Vice-Chair) that have responsibility to provide leadership within their portfolio areas by keeping other members informed of relevant issues, liaising with officers in the delivery of policies and programmes and to provide a focal point for other councillors to direct enquiries relating to Transport for the West Midlands.

For 2017/18, the Transport Delivery Committee at its meeting on 12 June 2017 agreed a motion that proposed a proportional model of working, within its existing Special Responsibility Allowance budget, namely; 1 x Chair (Labour), 2 x (Vice-Chair (1x Labour, 1x Conservative) and Lead Members (2 x Labour, 1 x Conservative). This approach was approved by the West Midlands Combined Authority Board at its AGM on 23 June 2017.

- 2.2 The committee also appoints a number of members to sit on other committees/outside bodies. These appointments and the members who were appointed to sit on these last year are set out below :

### **West Midlands Bus Alliance Board**

- Councillor Kath Hartley (Lab)
- Councillor David Stanley (Con)
- Councillor Richard Worrall (Lab)

### **Local Government Association City Regions Transport Special Interest Group**

- Councillor Kath Hartley (Lab)
- Councillor Tim Huxtable (Con)
- Councillor Richard Worrall (Lab)

### **West Midlands Special Needs Transport Management Committee**

- Councillor Kath Hartley (Lab)
- Councillor Diana Holl-Allen (Con)
- Councillor Richard Worrall (Lab)

### **West Coast 250 Campaign**

- Councillor Roger Horton (Lab)



## **Transport Delivery Committee Annual Review 2016/17**

In accordance with its remit to provide 'oversight of operational delivery of transport across the West Midlands' (TDC terms of reference), the Committee has engaged in the following areas, providing in particular, a link to the passenger experience of local transport services. It has also actively supported partnership working with transport providers.

### **1. Rail and Metro**

In 2016/17 the Transport Delivery Committee considered various rail issues including:

#### **Rail Partnerships**

TfWM has existing partnerships with London Midland and Chiltern Railways which have been overseen by TDC over the year with a number of deliverables noted by the Committee. London Midland's Direct Award franchise included a number of improvements such as earlier Sunday services, Wifi and CCTV on some rolling stock.

The London Midland and Chiltern Railways partnerships have been managed by Partnership Boards attended by senior TDC members. A new Partnership Agreement with Virgin Trains has also been developed and is close to being signed off by partners.

#### **West Midlands Franchise Competition**

The Committee was briefed on the West Midlands franchise competition process and the new requirements contained within the Invitation to Tender. This will deliver significant improvements on local rail services through changes such as more capacity and much better Sunday services. The Committee was also informed about the Collaboration Agreement between West Midlands Rail and the DfT which was approved by WMCA Board.

#### **Park and Ride**

The Committee received a report and presentation on Park and Ride. This recognised the high-quality Park and Ride facilities that TfWM provides and members were updated about progress on delivering expansions. The Committee approved the sites that development activity should be focusing on.

#### **Snow Hill Interchange**

The Committee was briefed on the issues relating to the unsatisfactory interchange between rail and Metro at Snow Hill following the otherwise highly successful Metro extension and initiated a review into options to improve the arrangements for passengers.

#### **Class 230 D-Train Trial**

The Committee supported a trial of a new diesel train developed from former London Underground D-Train rolling stock for use on the Coventry to Nuneaton line.

The trial was designed to test the suitability of the rolling stock, as well as providing more capacity for passengers on the route. Unfortunately the trial was abandoned at the end of December due to a fire on board the test train, pushing the timescales back too far to be delivered within the remaining term of the London Midland franchise.

### **Rail Projects**

Throughout the year, the TDC received updates on various rail projects including Bromsgrove station which opened in July 2016, the Birmingham University station development and Longbridge Park and Ride.

### **Midland Metro**

The TDC noted reports considered by the WMCA Board on the Midland Metro extension to Birmingham Eastside and also the extension to Centenary Square Edgbaston (Five Ways).

## **2. Bus and Putting Passengers First**

In 2016 / 2017 TDC considered a number of bus related including;

### **Bus Updates**

TDC has received regular Bus Operations Business Reports. These reports ensure that TDC members are kept informed of key issues affecting the business. This has included reporting on;

- Service Performance Summary
- Progress and update on the Bus Alliance
- Passenger Satisfaction
- Operation matters; Network Resilience; service changes; Coventry bus lanes.
- Highways Issues
- Vehicle enhancements
- Public Engagement and YPTM events
- Air Quality and the impact of the Birmingham Clean Air Zone (CAZ)

### **Solihull SQPS**

TDC approved the consultation on the introduction of a Statutory Quality Partnership Scheme in Solihull. The scheme is intended to lock in the benefits of the investment of Solihull Gateway and Lode Lane by improving passenger safety, bringing about vehicle and service improvements and placing a requirement on SMBC for further enforcement of bus only infrastructure.

### **Christmas and New Year service provision.**

Transport for West Midlands works with the bus and rail operators to determine public transport service levels over the Christmas period and then market this to our customers. For bus the aspiration is to provide as close to a Sunday network as possible on Boxing Day which has been seen as an opportunity as traditionally the rail

network does not typically operate. TDC challenged and agreed the proposed network, expenditure and communications strategy for the festive period.

## **Bus Summit**

In February 2017 members of TDC along with TfWM officers attended the UK Bus Summit conference. The conference focused upon; the impacts of congestion and disruptive technologies on the bus market; value of bus to society; positive environmental impacts of bus travel. TfWM took centre stage at the conclusion of the summit along with National Express to discuss partnership working and the success of the Bus Alliance

## **Bus Services Bill**

The development of the Bus Services Bill and implementation of the Act has been a key tranche of work during 2016 / 2017. TDC have been kept informed of progress with the Bill and the potential impacts and opportunities for the West Midlands Region.

## **Accessible Transport Group**

ATG who operate Ring and Ride in the region and also contracted bus services under through IGo brand presented to TDC early in 2017. The presentation gave an overview of business activity and also looked at the social value of Ring & Ride across the West Midlands region.

## **Ticketing**

TDC has received a number of updates on progress with ticketing delivery and initiatives and the development of SWIFT this has included;

- SWIFT rebranding.
- Delivering contactless payment and best value “capping” for the West Midlands
- Supporting operators in accessing new ticket machines to allow them to offer contactless payment and best value “capping”
- Swift “capping”
- The Swift programme – including the rollout of child ticketing
- Swift as a payment platform for other modes – Cycle hire, car parking etc.
- Installation of Swift vending machine at Wolverhampton Bus Station and the wider rollout of vending machines across the network

## **Customer Engagement**

TDC receives regular reports on customer engagement matters and in 2016-17 this has included information on Your Public Transport Matters (YPTM) events. These events provide an opportunity to engage with the public regarding transport related matters and are also attended by TDC Members. TDC has also received updates on the ongoing work of the various ‘Champion’ schemes including TfWM’s Bus

Passenger Champions, London Midland's Cross City Rail Champions and the work of the Metro Passenger Panel.

### **Customer Infrastructure**

TDC has received information relating to customer infrastructure which covers a wide range of assets including bus stops and shelters, park and ride facilities and Bus Stations. Specific updates have been provided regarding:

- Safety improvements and the introduction of Automatic Doors at Coventry and Walsall Bus Stations
- Redevelopment of Merry Hill Bus Station
- Redevelopment of Bearwood Interchange
- Plans for the redevelopment of Dudley Bus Station linked to the Metro extension

### **Customer Service Performance**

TDC has received information regarding the performance of TfWM's Customer Service functions. Information has been presented regarding customer contact and processing activities relating to applications for ticketing services. This has included:

- Call handling performance and volumes
- Management of other forms of customer communication
- Turnaround times for customer applications relating to products such as the English National Concessionary Travel and
- Initiatives to improve the delivery of such services to the customer

### **Petitions and Shelter Appeals**

TDC has delegated responsibility for the determination of petitions and shelter appeals to the PPF lead member group. Following the petitions protocol the group hear any petitions relating to the service area with over 50 signatures and consider recommendations from officers to determine a suitable response.

The group also hear appeals from the public against the placement of bus shelters in the highway typically for reasons around access and anti-social behavior. The lead member chairs a public meeting to hear the appeals with an independent TDC members group determining the outcome.

## **3. Safe and Sustainable Travel**

### **Safety and Security**

The Transport Delivery Committee was involved in several initiatives designed to increase the safety and security of passengers in the West Midlands.

Crime on the bus network continued its downward trend, reducing by a further 2%, meaning that bus crime has fallen by nearly 70% in the last decade. Reductions in crime were seen across the whole region and across most crime types. This and other interventions has also led to a significant improvement in passenger perception, with Transport Focus showing passengers feel 16% and 11% safer at stop and on bus respectively. The directed and dedicated work of the Anti-Social Behaviour (ASB) team also helped reduce concerns with ASB from 18% to just 8%.

The CCTV control centre has retained British Standard 7958, cementing the Home Office view that it a model of best practice. The control centre staff dealt with 3,993 incidents in 2016/17, leading to many significant arrests. The CCTV control centre, which already provides services for London Midland, Chiltern Railways and Solihull MBC, now supports the CCTV service of East Staffs Borough Council, saving them tens of thousands of pounds and generating an income for TfWM. The Safer Travel Team has also provided a full and costed proposal to Walsall MBC to transfer their CCTV service, which was approved by Cabinet in March and will be delivered by autumn 2018.

Customer engagement has continued to provide the bedrock of the Safer Travel Partnership activities. The Safer Travel Team was involved in many engagement sessions, including 20 bike register events, 32 Project Empower education events and all YPT events. This engagement has led to nearly 1,500 See Something Say Something reports, 617 bus operator reports and a further 268 bike protectively marked and registered. The Safer Travel twitter account @ST\_Police now has nearly 8,000 followers, and their Christmas video was watched more than 100,000 times.

In addition to all of the above, the Safer Travel Police Team carried out a number of specific, intelligence-led operations. These include Operation Snow, which provided 1,829 hours of support to the German Market, New Street and bus stops around Birmingham City Centre in the build up to Christmas, which helped significantly reducing alcohol-related incidents.

### **Cycling and Walking**

TDC has been active in reviewing the progress of the Cycling Charter and the delivery of cycling and walking schemes across the West Midlands. Feedback on issues such as equality and road safety has been noted and integrated with improving proposals and bids for future programmes.

A site visit to Leeds took place in February 2017 to view the Leeds-Bradford Cycle Super Highway. Councillors Rowley, Warren and Bills attended the site visit, accompanied by Claire Postin (TfWM Sustainable Travel Manager), Hannah Dayan (TfWM Cycling Charter Coordinator), and four Local Authority officers.

The visit provided an opportunity to share best practice and lessons learnt from West Yorkshire Combined Authority which has a similar structure and governance as WMCA.

Following the site visit, presentations were made by Fiona Limb, CityConnect Programme Manager, John White, Project Lead for Leeds City Centre Improvement and Cllr Alex Ross-Shaw, City of Bradford Transport Portfolio Holder.

The general focus of developing new cycling infrastructure in the West Midlands has been in the areas where the propensity to cycle is highest. The decision to plan the Cycle Superhighway route through areas of high deprivation (where propensity to cycle is generally lower) demonstrates that focusing on perceived easy wins need not always be the case and that other benefits can also be achieved e.g. improving access to employment and levels of physical activity.

WYCA is a good example of the coordinated work of a Combined Authority. While CityConnect managed the overall project, the local authorities were responsible for delivery of schemes in the area. WMCA/TfWM will continue to engage with WYCA/CityConnect as local schemes are progressed.

A report on observations during the visit was presented to the Transport Delivery Committee.

## 4. Sprint

The TDC Lead Member Reference Group has received updates on Sprint and the HS2 Connectivity Package at its three meetings over the past nine months. At its June meeting, the Reference Group was advised that the revised HS2 Connectivity Package allows Sprint funding to be concentrated on a core network and will deliver a higher level of intervention across routes. It will deliver 123km of Sprint network, with an annual patronage of over 23 million and save commuters over 2 million hours in journey time per year. The package also provides additional investment on the Hagley Road to further improve the reliability and speed of Sprint journey times on that corridor.

The order of route development has been provisionally divided into four tranches of work.

Tranche 1	Hagley Road Phase 1
	Hagley Road Phase 2
	Hagley Road Extension to Halesowen
	A45 Birmingham to Airport and Solihull
Tranche 2	Sutton Coldfield to Birmingham via Langley
Tranche 3	A34 Walsall to Birmingham
	Dudley to Birmingham
Tranche 4	Birmingham to Longbridge and Frankley
	Hall Green to Interchange via Solihull

The Reference Group agreed that development of Strategic Outline Cases and detailed feasibility work for each scheme will commence in this order and has asked for progress updates at its meetings over the current Municipal Year 2017-18.

Members have discussed numerous aspects of the package, for example:

- \* the provision of dedicated Park & Ride sites;
- \* giving priority to getting the congestion-busting infrastructure in place while ensuring we take the time to review vehicle options;

\* resolving possible conflicts, for example with BCC cycleway proposals along the A38; and taken note of the Mayor's interest in Sprint Definition.

Members at the June meeting of the Sprint Reference Group felt that there is a case, given the progress made in developing proposals for a substantial network of on-highway Sprint-related bus priority, to continue as a separate Reference Group in the current Municipal Year, and agreed that it would wish for a progress report to come to an early TDC meeting (ideally in September), such report to include some consideration of Sprint definition in line with the Mayor's wishes.

## **5. Finance**

In 2016/17, TDC members have monitored the spend against the approved transport revenue and capital budgets providing challenge, assurance and financial risk monitoring to ensure spend is in line with delivery plans and that any variations are managed and mitigated.

Members have also identified possible further financial scrutiny of the following operational areas:

1. Benchmark Comparison – Establishment / Posts / Staffing Costs
2. Customer Call Centre – Operating Model and Costs including Benchmarking
3. Metro Operating Model – Future Revenue Risk Arrangements

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**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	10 July 2017
<b>Report title</b>	Financial Monitoring Report
<b>Accountable Director</b>	Mark Taylor Finance Director Tel 0121 214 7066 Email - <a href="mailto:Mark.Taylor@wmca.org.uk">Mark.Taylor@wmca.org.uk</a>
<b>Accountable employee(s)</b>	Linda Horne, Head of Finance Tel 0121 214 7508 Email <a href="mailto:lindahorne@centro.org.uk">lindahorne@centro.org.uk</a>
<b>Report to be/has been considered by</b>	Cllr Davis (Lead Member- Finance and Performance Monitoring)

### Recommendation(s) for action or decision:

The Transport Delivery Committee is recommended to:

1. Note that the year to date net revenue expenditure for 2017/18 shows a favourable variance of £0.194m compared to budget. There is no change in the full year position to date.
2. Note that total capital expenditure within the overall transport programme was over budget by £0.3m (5%)
3. Note that the treasury indicators are within expected range and there are no issues to highlight.

## **1.0 Purpose**

- 1.1 This report sets out the financial position as at 31 May 2017 and is the first report for the 2017/18 financial year. The content relates to the financial position of the Combined Authority's Transport Delivery Revenue and Capital Budgets. The report consists of the following Sections:

**Section A** Summary TFWM Revenue Budget

**Section B** Summary TFWM Capital Budget

**Section C** Treasury Management Indicators

## **SECTION A**

### **2.0 Summary Revenue Position**

- 2.1 As at the end of May 2017 there is a net favourable variance against budget of £0.194m.
- 2.2 The only variance of note against budget is a one off rates refund within car park and ride of £0.050m received in relation to Wednesbury Parkway. Other minor variances make up the balance.
- 2.3 The first forecast review of the year will be undertaken following June quarter end and be included in July's financial position.

	May 2017 Year to Date			Full Year 2017/18		
	Actual £'000	Budget £'000	Variance £'000	Forecast £'000	Budget £'000	Variance £'000
<b>INCOME</b>						
Transport Levy	20,257	20,257	0	121,542	121,542	0
<b>Total Income</b>	<b>20,257</b>	<b>20,257</b>		<b>121,542</b>	<b>121,542</b>	
<b>EXPENDITURE</b>						
<b>Concessions</b>						
National Bus Concession	8,763	8,763	0	52,519	52,519	0
Metro / Rail	735	735	0	4,409	4,409	0
Child Concession	1,685	1,685	0	9,609	9,609	0
Passes and Permits	45	39	(6)	( )	( )	0
	11,228	11,222	(6)	66,537	66,537	0
<b>Bus Services</b>						
Bus Stations / Infrastructure	782	729	(52)	4,103	4,103	0
Subsidised Network	1,282	1,295	12	7,772	7,772	0
Tendering / Monitoring	88	107	19	819	819	0
Accessible Transport	1,228	1,228	0	7,369	7,369	0
	3,380	3,359	(21)	20,064	20,064	0
<b>Rail and Metro Services</b>						
Metro	212	216	5	1,421	1,421	0
Rail Operations	33	33	(1)	193	193	0
Car Park and Ride	138	237	99	1,570	1,570	0
West Midlands Rail	42	82	40	316	316	0
Bromsgrove Rail Station	38	54	16	326	326	0
	463	622	159	3,827	3,827	0
<b>Integration</b>						
Safety and Security	220	154	(66)	926	926	0
Passenger Information	913	985	72	5,572	5,572	0
Sustainable Travel	6	9	3	60	60	0
	1,139	1,148	9	6,558	6,558	0
<b>Business Support Costs</b>	624	648	24	3,938	3,938	0
<b>Policy and Strategy and Elected Member Services</b>	295	312	17	2,090	2,090	0
<b>Finance Charges</b>						
Finance Costs	2,621	2,626	5	15,673	15,673	0
Deregulation Pension Costs	220	226	6	1,356	1,356	0
Transport Development	250	250		1,500	1,500	0
	3,091	3,102	11	18,529	18,529	0
<b>Total Expenditure</b>	<b>20,219</b>	<b>20,413</b>	<b>194</b>	<b>121,542</b>	<b>121,542</b>	<b>0</b>
<b>Net</b>	<b>38</b>	<b>(156)</b>	<b>194</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Midlands Connect

1. The Midlands Connect Programme is a self-contained fully funded programme and therefore reported separately to the WMCA revenue budget in section 3. The Midlands Connect financial summary for May 2017 is as follows:

	MAY YEAR-TO-DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £1000	BUDGET £000	FORECAST £000	VARIANCE £000
<b>Income</b>						
Midlands Connect (DfT Grant)	374	379	(5)	842	842	0
Midlands Connect (LEPs)	12	12	0	19	19	0
Midlands Connect (SCP Grant)	35	35	(0)	158	158	0
Midlands Engine (Nottingham City Council)	6	0	6	0	0	0
<b>Total Income</b>	<b>427</b>	<b>426</b>	<b>1</b>	<b>1,020</b>	<b>1,020</b>	<b>0</b>
<b>Operational Expenditure</b>						
Staff (inc support costs)	(144)	(149)	5	(327)	(327)	0
WP1- Strategy Development	(15)	(15)	0	(15)	(15)	0
WP2- HS2 Readiness	(8)	(8)	0	(8)	(8)	0
WP3&4 –Midlands Connect Hubs and Corridors	(164)	(164)	0	(438)	(438)	0
WP5a- Midlands Connect Freight	(0)	(0)	0	(0)	(0)	0
WP6- Smart Connectivity	(35)	(35)	0	(158)	(158)	0
WP7- Communications Plan	(22)	(22)	0	(33)	(33)	0
Midlands Connect (LEPs)	(12)	(12)	0	(19)	(19)	0
WP8- Sub-National Transport Body	(20)	(20)	0	(20)	(20)	0
Midlands Engine Recharges	(6)	0	(6)	0	0	0
<b>Total Operational Expenditure</b>	<b>(427)</b>	<b>(426)</b>	<b>1</b>	<b>(1,020)</b>	<b>(1,020)</b>	<b>0</b>
<b>Grand Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

2. The YTD spend totals £0.427m against a budget of £0.426m, resulting in a minor variance totalling £0.001m due to minor underspend against staffing costs totalling £0.005m and unbudgeted Midlands Engine expenditure covering the Interim Midlands Engine Director secondment costs which is fully recovered by Nottingham City Council, the accountable body for Midlands Engine.
3. The 3 year Midlands Connect Programme (2017-2020) totalling £17m was approved by DfT this month and £5m grant was received from DfT for 2017-18, £3m for Core Midlands Connect activity and (£2m) for Midlands Rail Hub.
4. During the next month WMCA and Midlands Connect Project team will be working together to update the 2017/18 forecast and a revised 2017-18 forecast totalling £6.020m will be presented.

## SECTION B

### 3.0 Summary Position TFWM Capital Budget

- 3.1 Overall TfWM Capital Programme expenditure is greater than the year to date budget by £0.3m (5%) at the end of May 2017.
- 3.2 The TfWM Investment Programme contains schemes which feature in the WMCA Devolution Deal Investment Programme to be delivered by TfWM. These schemes are all, to some extent, funded from the West Midlands Combined Authority Devolution Deal funding arrangements.
- 3.3 Investment Programme scheme expenditure at the end of May totalled £4.98m which is as per the budget of £5.05m but does include corresponding variances as detailed below.
- 3.4 Within the Other Major Scheme programme, spend to date £0.35m against a year to date budget of £0.16m giving a minor variance of £0.17m.
- 3.5 The Minor Works Programme spend to date totalled £0.7m which is an under-spend against the budget year to date of £0.2m.

	MAY YEAR TO DATE			FULL YEAR 2017 / 2018		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
INVESTMENT PROGRAMME SCHEMES	(4,987)	(5,053)	66	(52,170)	(52,170)	0
OTHER MAJOR SCHEMES	(350)	(185)	(165)	(3,046)	(3,046)	0
MINOR WORKS PROGRAMME	(726)	(510)	(216)	(4,443)	(4,443)	0

### TfWM Delivered Investment Programme Schemes

- 3.6 Expenditure against TfWM delivered Investment Programme schemes totals £4.99m at the end of May which is broadly as per the budget of £5.05m. The headline variance for the programme does conceal, however, £0.78m of accelerated delivery against the Edgbaston Metro scheme, offset by minor variances against the Wolverhampton, Centenary Square and Bilston Track Replacement works which are on schedule but showing variances due to timing of support costs.

INVESTMENT PROGRAMME SCHEMES	MAY YEAR TO DATE			FULL YEAR 2017 / 2018		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
Metro Wolverhampton City Centre Extension	(1,139)	(1,331)	192	(8,500)	(8,500)	0
Metro Birmingham Eastside Extension	(224)	(266)	42	(1,678)	(1,678)	0
Wednesbury to Brierley Hill Metro Extension	(334)	(383)	49	(2,133)	(2,133)	0
Metro East Birmingham to Solihull	(274)	(349)	75	(2,024)	(2,024)	0
Metro Centenary Square Extension	(696)	(957)	261	(11,423)	(11,423)	0
Metro Edgbaston Extension	(1,703)	(924)	(779)	(7,647)	(7,647)	0
SPRINT - Hagley Road	(21)	(46)	25	(2,162)	(2,162)	0
A45 Sprint	(16)	(58)	42	(700)	(700)	0
Bilston Road Track Replacement	(573)	(739)	166	(15,903)	(15,903)	0
<b>TOTAL INVESTMENT PROGRAMME SCHEMES</b>	<b>(4,987)</b>	<b>(5,053)</b>	<b>66</b>	<b>(52,170)</b>	<b>(52,170)</b>	<b>0</b>

## Other Major Works

- 3.7 Spend against the Other Major Works Programme to the end of May was £0.35m which equates to a variance of £0.18m against budget, mostly due to acceleration of activity against the final stages of the Birmingham Metro Extension.

OTHER MAJOR SCHEMES	MAY YEAR TO DATE			FULL YEAR 2017 / 2018		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
BCCE Metro Extension	(332)	(166)	(166)	(800)	(800)	0
Longbridge Connectivity Package	(4)	(4)	0	(2,000)	(2,000)	0
Birmingham City Centre One Station	0	0	0	(250)	(250)	0
Metro Catenary Free	(9)	(15)	6	4	4	0
<b>TOTAL OTHER MAJOR SCHEMES</b>	<b>(350)</b>	<b>(185)</b>	<b>(165)</b>	<b>(3,046)</b>	<b>(3,046)</b>	<b>0</b>

## Minor Schemes Programme

- 3.8 The Minor Scheme Programme shows a variance of £0.216m which is mostly attributable to increased spend against the Walsall Cutting project in relation to site clearance and additional drainage requirements.

MINOR WORKS PROGRAMME	MAY YEAR TO DATE			FULL YEAR 2017 / 2018		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
TBT Infrastructure	(84)	(37)	(47)	(638)	(638)	0
TBT RTI	(79)	(78)	(1)	(512)	(512)	0
Smart Ticketing	(7)	(6)	(1)	(76)	(76)	0
Solihull Traffic Signal Technology	0	0	0	(5)	(5)	0
<b>TBT PROGRAMME TOTAL</b>	<b>(172)</b>	<b>(121)</b>	<b>(51)</b>	<b>(1,231)</b>	<b>(1,231)</b>	<b>0</b>
Cycle Facilities Provision	(74)	(74)	0	(121)	(121)	0
Accessibility / Interchange Improvements at Stations	(15)	0	(15)	0	0	0
<b>TRT PROGRAMME TOTAL</b>	<b>(93)</b>	<b>(74)</b>	<b>(19)</b>	<b>(121)</b>	<b>(121)</b>	<b>0</b>
Way Finding Infrastructure	(2)	(2)	0	(65)	(65)	0
<b>INFORMATION &amp; MAPPING PROGRAMME TOTAL</b>	<b>(2)</b>	<b>(2)</b>	<b>0</b>	<b>(65)</b>	<b>(65)</b>	<b>0</b>
Asset Management System	6	6	0	(108)	(108)	0
ICT Rolling Programme	(1)	0	(1)	(10)	(10)	0
Replacement of Life Expired ICT	0	0	0	(110)	(110)	0
<b>SYSTEMS ARCHITECTURE PROGRAMME TOTAL</b>	<b>5</b>	<b>6</b>	<b>(1)</b>	<b>(228)</b>	<b>(228)</b>	<b>0</b>
Walsall Cutting	(148)	(1)	(147)	(94)	(94)	0
Life Expired Asset Replacement - Bus Shelters	0	0	0	(182)	(182)	0
Life Expired Asset Replacement - Bus Stations	(3)	(1)	(2)	(253)	(253)	0
Life Expired Asset Replacement - CCTV & RTI	(111)	(107)	(4)	(628)	(628)	0
Life Expired Asset Replacement - Park & Ride	(8)	(8)	0	(528)	(528)	0
<b>ASSET MANAGEMENT PROGRAMME TOTAL</b>	<b>(270)</b>	<b>(117)</b>	<b>(153)</b>	<b>(1,685)</b>	<b>(1,685)</b>	<b>0</b>
Other Project Development	(6)	(8)	2	(50)	(50)	0
Interchange / Bus Station Development	(82)	(89)	7	(259)	(259)	0
Park And Ride Development	(20)	(16)	(4)	(594)	(594)	0
<b>PROJECT DEVELOPMENT PROGRAMME TOTAL</b>	<b>(108)</b>	<b>(113)</b>	<b>5</b>	<b>(903)</b>	<b>(903)</b>	<b>0</b>
Metro Op - Line 1 Enhancements	(89)	(89)	0	(148)	(148)	0
Tram Communication Enhancements	0	0	0	(62)	(62)	0
<b>METRO PROGRAMME TOTAL</b>	<b>(86)</b>	<b>(89)</b>	<b>3</b>	<b>(210)</b>	<b>(210)</b>	<b>0</b>
<b>MINOR WORKS</b>	<b>(726)</b>	<b>(510)</b>	<b>(216)</b>	<b>(4,443)</b>	<b>(4,443)</b>	<b>0</b>

## SECTION C

### 4.0 Summary Treasury Indicators

Summary Treasury Indicators to ensure overall borrowings and investments are within the expected ranges are included below as included within the 2017/18 Treasury Management Strategy. These indicators will be monitored throughout the year and reported to this Committee accordingly.

#### Summary Prudential Indicators

Measure	2017/18 Forecast £000's	2018/19 Forecast £000's	2019/20 Forecast £000's
<b>Affordability</b>			
Ratio of financing costs to net revenue stream:			
(a) financing costs	15,109	18,063	24,504
(b) net revenue stream	158,042	200,954	203,845
Percentage	9.56%	8.99%	12.02%
Estimates of Capital Investment on Income (%)	(0.59%)	(1.47%)	(3.16%)
<b>Prudence</b>			
Gross borrowing and the capital financing requirement:			
Gross Borrowing (excludes inherited debt)	<b>229,585</b>	394,205	534,017
Capital Financing Requirement (Gross borrowing in year 2017/18 must not exceed year CFR in 2019/20)	256,085	420,703	<b>560,523</b>
<b>Capital Expenditure, External Debt and Treasury Management</b>			
Capital Expenditure	171,211	362,563	411,421
Operational boundary for external debt			
Operational boundary for borrowing	312,305	476,924	627,391
Authorised limit for external debt			
Authorised limit for borrowing	312,305	476,924	627,391
Interest rate exposures			
Upper limit on fixed rate exposures	10%	10%	10%
Upper limit on variable rate exposures	30%	30%	30%
Investments longer than 364 days			
Upper limit	8,000	8,000	8,000

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**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	10 July 2017
<b>Report title</b>	Capital Programme Delivery Monitoring Report
<b>Accountable Chief Executive</b>	Laura Shoaf, Managing Director, TfWM 0121 214 7444 laura.shoaf@tfwm.org.uk
<b>Accountable Employee</b>	Sandeep Shingadia, Head of Programme Development, TfWM 0121 214 7169 sandeep.shingadia@tfwm.org.uk
<b>Report has been considered by</b>	Councillor Phil Davis

**Recommendation(s) for action or decision:**

**Transport Delivery Committee is requested to:**

1. To note the achievements since 8 May 2017 meeting of the Transport Delivery Committee.
2. To note the progress of deliverables under the 2017/2018 Capital Programme.
3. To note, where indicated, any variations from the baseline programme.

## **1.0 Purpose**

- 1.1 To provide this committee with a progress monitoring update on the approved TfWM led 2017 / 2018 programmes and projects.
- 1.2 The financial aspects of the TfWM Capital Programme are reported separately under the Financial Monitoring Reports to this committee.

## **2.0 Background**

- 2.1 The 2017/2018 Capital Programme was approved by WMCA Board as part of the wider Transport Plan on 17th March 2017.
- 2.2 The ITB allocation for 2017/2018 is fully utilised on continuing current (2016/2017) committed schemes and in attempting to manage the existing asset base with respect to replacement and or renewal of life expired/obsolete equipment, in order to endeavour to maintain a steady state of asset condition across the estate.
- 2.3 The Capital Programme in 2017/2018 will be a one year transition period by bringing existing schemes to a conclusion and will allow TfWM to re-focus subsequent programmes towards supporting Asset Management, Network Resilience and Capacity Enhancement projects from April 2018, or sooner should funding become available.
- 2.4 Attached to this report (Appendix 1) is the detailed monitoring report for the 2017/2018 TfWM Capital programme outlining these deliverables, indicating the baseline date (endorsed through March report) with an indication of the current forecast date with a RAG indicator.

## **3.0 Achievements**

- 3.1 The following elements within the 2017/18 Capital Programme have been completed during May and June 2017:
  - Cradley Heath Interchange – The contractor completed the resurfacing works at the interchange, with successful handover to the bus station management team.
  - 2016/2017 Managing Shorter Trips (MST) – Supported LSTF/Black Country Consortium in reporting completion of deliverables by Canal River Trust, Dudley and Walsall MBCs. As a result of the successful project management, TfWM has been asked to continue a second package of MST works totalling £4.25 million across 2017/2018 and 2018/2019 (pending funding approval).
  - Infilling works to Walsall Cutting – The project is now complete.
  - Network Wide Cycling Facilities at Rail Stations - Cycle facilities now installed at Tile Hill, Sutton, Widney Manor and Smethwick Galton Bridge Rail Stations. This concludes the implementation of this scheme.

#### **4.0 Variations to Baseline Programme**

4.1 The following schemes have had variations to their established baseline programmes:

Strategic Economic Plan Schemes:

- Birmingham City Centre One Station – project currently on hold while consideration is given to wider connectivity improvements that are being developed for Curzon Street and Moor St as part of HS2. Discussions are ongoing with Birmingham City Council and HS2 Ltd.
- Wolverhampton City Centre Shelters – implementation will follow once City of Wolverhampton Council complete their pedestrianisation works. The expected date for installation of the shelters is March 2018.

#### **5.0 Financial implications**

5.1 The detailed financial aspects of the TfWM 2017/2018 Capital Programme are reported separately under the Financial Monitoring Report to this Committee. A summary of the final year position in financial terms is, however, attached to this report as Appendix 2.

#### **6.0 Legal implications**

6.1 There are no direct legal implications arising from the recommendations set out in this report. However, legal will support, as necessary, any deliverables that may arise moving forward into 2017/2018.

#### **7.0 Equalities implications**

7.1 There are no equality implications arising from the recommendations set out in this report. However, Anna Sirmoglou will support as project requires any deliverables within the 2017/2018 capital programme.

#### **8.0 Schedule of background papers**

8.1 2017/2018 TfWM Capital Programme Delivery Monitoring Report read at Transport Delivery Committee 8 May 2017 from Laura Shoaf Managing Director TfWM.

#### **9.0 Appendices**

APPENDIX 1 – Progress of Deliverables against 2017/18 Baseline Programme  
APPENDIX 2 – Capital Programme and Financial Summary

## **10.0 Glossary of Terms**

BCC = Birmingham City Council  
BCCI = Birmingham City Centre Interchange  
CA = Combined Authority  
CC = City Council  
CCTV = Closed Circuit Television  
DfT = Department for Transport  
HIL = Highway Improvement Line  
HOPS = Host Operator or Processing System  
HoT = Heads of Terms  
HS2 = High Speed 2  
ICT = Information and Communications Technology  
IT = Information Technology  
ITB = Integrated Transport Block  
LED = Light Emitting Diode  
NR = Network Rail  
OBC = Outline Business Case  
OJEU = Official Journal of the European Union  
P & R = Park and Ride  
RTI = Real Time Information  
TBT = Transforming Bus Travel  
TWA = Transport and Works Act  
WMCA = West Midlands Combined Authority

# Transport Delivery Committee Dashboard

## July 2017

### 2017/18 Programme Summary

	Project Name	Status	Baseline Comp Date	Forecast Date	DCA	DCA Trend	Exec Summary
1	BCC One Station	On Hold					Project currently on hold while consideration is given to wider connectivity improvements that are being developed for Curzon Street and Moor St as part of HS2. Discussions are ongoing with BCC and HS2 Ltd.
2	Metro Wolverhampton City Centre Extension	Contribution					
<b>Strategic Economic Plan</b>							
3	TBT Wolverhampton City Centre Shelters	Delivery		March 2018			Upgraded shelter facilities in City Centre. Impacted by WCC pedestrianisation plans.
4	TBT Birmingham City Centre Shelter Design Optimisation	Rolling Programme					Works continue to update and manage the City Centre Shelters
5	TBT Highway Scheme Development (Bus reliability and punctuality)	Development	March 2018	March 2018	Green	new	Consultant commissioned to develop the Birmingham Growth Point Public Transport Package, with outputs and invoice settlement expected at the end of the month.  Consultant commissioned to develop bus access mitigation measures at QE Hospital, with outputs and invoice settlement expected at the end of the month.
6	Digital Advertising Panel rollout	Rolling Programme					A collaboration project with Clear Channel to update and install digital advertising panels. 70 new shelters delivered in year 1 of the contract. Year 2 begins July 2017 and runs for 12 months. A further 70 Shelters have been identified to be updated as part of this project, are cascaded across the West Midlands, these shelters are refurbished and rebranded to update our existing assets.
7	TBT Platinum Route RTI Equipment Upgrades	Rolling Programme					Bus shelter refurbishment, repainting and replacement Sutton to Birmingham reglazing completed, expect complete Oct 2017.
8	Network Wide SWIFT Procurement	Delivery					Procurement complete, deliverables now being transferred into Business As Usual activities.
9	Network Wide SWIFT Vending	Complete	N/A	April 2017	Green	Same	The project went live on the 27th April. This is now handed over to Business As Usual team. A Lessons Learned Workshop will be organised now and the project can be closed.
10	Traffic Signal Technology, Solihull Contribution	Contribution					
11	Network Wide P&R Lighting Enhancements	Delivery and Handover	11/04/2017	28/07/2017	Amber/Red	Worsened	Snagging - Snagging of 3rd Phase mostly complete, however, investigation into issues with the control system is ongoing.  Budget -Initial discussions with the Sponsor has taken place to understand remit of change control required.  This scheme has an Amber/ Red DCA due to Change Control required.
<b>Transforming Bus Travel</b>							

12	New Street Station Totems	Delivery and Handover	11/01/2017	29/08/2017	Amber/Red	Worsened	<p>Programme - It is anticipated that mapping updates will be completed late July/ Early August. Installation will then follow during August subject to contractor resources, access approvals and completion of enabling works.</p> <p>Budget - Discussions are currently ongoing with the Sponsor with a view to preparing a formal change control request.</p> <p>An Amber/ Red DCA has been given due to Change Control required.</p>
13	Interconnect Development	Option Exploration					Information gathering meetings have been held with officers from Dudley. Next steps, Stakeholder meeting for our Consultant to feedback progress.
<b>Information &amp; Mapping</b>							
14	WMCA Asset Management System	On Hold	10/07/2020	10/07/2020	Red	Worsened	This project remains on hold. Internal senior stakeholder direction has been sought in consideration of options presented by Supplier.
15	ICT Rolling programme – IT service management	Rolling Programme					<ul style="list-style-type: none"> <li>Service Management - New system and services for ICT</li> <li>Replacement hardware</li> <li>Continuation of Cyber Security Project.</li> <li></li> </ul>
<b>Systems Architecture Programme</b>							
16	North Walsall Cutting Structural Improvements	Option Exploration					Extents of works yet to be defined which will provide baseline data.
17	North Walsall Cutting	Delivery and Handover	14/12/2016	14/12/2016	Green	Same	Scheme complete.
18	Network Wide Bus Station Refurbishment Phase 1	Design & Delivery	March 2018	March 2018	Green		<ul style="list-style-type: none"> <li>Merry Hill RTI. Nearly completed. Just waiting for summary screens to be installed now.</li> <li>Toilet refurbishment at Wolverhampton &amp; West Bromwich. Currently building a specification to go out to suppliers</li> <li>Stourbridge Bi-Fold Door replacement- on hold</li> <li>Walsall St Pauls MLR. Visioning workshop with key internal and external stakeholders held at the bus station on the 26th May to build a specification which enhances the customer experience and ensures the asset is as efficient as possible. This will help feed into a specification to go out to tender.</li> <li></li> </ul>
19	Metro Line One CCTV Replacement	Complete					Retention monies to be released.
20	Network Wide CCTV Infrastructure Upgrade & Help Points	Delivery and Handover	13/12/2017	08/01/2018	Amber/Red	Worsened	<p>Contract placed with Contractor</p> <p>Delivery is now split into phases to best match funding available.</p> <p>DCA amber / red due to Change Control required.</p>
21	Network Wide Rail RTI – Life Expired Replacements	Contribution					Contribution to TOC for maintenance of installed RTI Units at rail stations.
22	Network Wide P&R Resurfacing Programme	Rolling Programme	28/03/2018	17/01/2018	Green	Same	<ul style="list-style-type: none"> <li>Shirley Resurfacing – proposed for works to take place July 2017.</li> <li>Three sites as part of 2017/18 works.</li> <li></li> </ul>
23	Network Wide P&R upgrades (cycle facilities and height restrictions)	Rolling Programme	N/A	March 2018	Green		Life expired replacement of assets across our P&R sites, prioritisation activity underway poster case, fencing, signage, cycle shelters and cycle lockers.
<b>Asset Management</b>							
24	CCTV Shared Services Development	Feasibility / outline design	N/A	September 2017	Green		Consultants have been recruited to develop technical plans and drawings for both the development of the Control Centre, but also for the re-location of the Safer Travel Police Team.

25	Dudley Interchange	Sponsors Remit		01/06/2021	Amber/Red	Same	Consultants progressing with preliminary design works. Construction cost estimate being finalised. Meeting held with key stakeholders to agree scope of town centre modelling works. Consultants are delayed in completing this work due to receipt of development information and this may not complete until July / August 2017. Meeting arranged for Members briefing by Dudley MBC.  DCA remains amber / red as funding remains to be confirmed.
26	Walsall Town Centre Interchange Feasibility Study	Feasibility / Option Review			Green	Same	Wayfinding strategy work has yet to be tendered.
27	Bradley Lane P&R	Procurement	22/01/2019	22/01/2019	Green	Improved	Coal Authority mine stabilisation design approved. Procurement activities underway.
28	Network wide Park & Ride Expansion Developments – Phase 2	Feasibility		01/08/2017	Amber	Same	Sponsor currently developing prioritisation matrix for all P&R sites. Agreed to take forward development / feasibility work on a number of P&R locations. Whitlock's End - full review of scheme underway as this has previously been worked up as far as pre-planning and consultation phase. Additional liaison with SMBC and WCC now required. DCA remains as amber in this month.
29	Tipton Park & Ride	Detailed Design		18/05/2018	Green	Same	(11th May 2017) Strategy Board endorsed progression to detailed design following success in gaining planning permission. Schedule, finance and risk workshop to be undertaken and reported next month.
<b>Project Development Programme</b>							
30	Metro Line One Upgrade	Contribution					Contribution towards Wednesbury Parkway Points replacement - complete April 2017.
31	Tram WIFI Ground Infrastructure Improvements	System installed but Snagging	April 2017	July 2017	Green / Amber	new	Maintenance Agreement with CAF P&A to be put in place once acceptance of the full system has taken place. Managing ongoing snagging issues with CAF Spain and CAF warranty team at Wednesbury.
<b>Metro Programme</b>							

**Project Delivery Confidence Assessment (DCA) Definitions**

<b>G</b>	Successful delivery of the project/programme to time, cost and quality appears highly likely and there are no major outstanding issues that at this stage appear to threaten delivery significantly
<b>G/A</b>	Successful delivery appears probable however constant attention will be needed to ensure risks do not materialise into major issues threatening delivery
<b>A</b>	Successful delivery appears feasible but significant issues already exist requiring management attention. These appear resolvable at this stage and if addressed promptly, should not present a cost/schedule overrun
<b>A/R</b>	Successful delivery of the project/programme is in doubt with major risks or issues apparent in a number of key areas. Urgent action is needed to ensure these are addressed, and whether resolution is feasible
<b>R</b>	Successful delivery of the project/programme appears to be unachievable. There are major issues on project/programme definition, schedule, budget required quality or benefits delivery, which at this stage do not appear to be manageable or resolvable. The project/programme may need re-base lining and/or overall viability re-assessed

## APPENDIX 2 - CAPITAL PROGRAMME & FINANCIAL SUMMARY

	MAY YEAR TO DATE			FULL YEAR 2017 / 2018		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
Birmingham City Centre One Station	0	0	0	(250)	(250)	0
Metro Wolverhampton City Centre Extension	(586)	(586)	0	(586)	(586)	0
<b>SEP SCHEMES PROGRAMME TOTAL</b>	<b>(586)</b>	<b>(586)</b>	<b>0</b>	<b>(836)</b>	<b>(836)</b>	<b>0</b>
TBT Wolverhampton City Centre Shelters	0	0	0	(42)	(42)	0
TBT Birmingham City Centre Shelter Design Optimisation	(56)	0	(56)	(75)	(75)	0
TBT Highway Scheme Development (Bus reliability and punctuality)	0	0	0	(120)	(120)	0
Digital Advertising Panel rollout	(28)	(37)	9	(250)	(250)	0
TBT Platinum Route RTI Equipment Upgrades	(79)	(78)	(1)	(512)	(512)	0
Network Wide Swift Procurement	(6)	(6)	0	(57)	(57)	0
Network Wide Swift Vending	0	0	0	(20)	(20)	0
Solihull Traffic Signal Technology	0	0	0	(5)	(5)	0
<b>TBT PROGRAMME TOTAL</b>	<b>(169)</b>	<b>(121)</b>	<b>(48)</b>	<b>(1,081)</b>	<b>(1,081)</b>	<b>0</b>
Network Wide P and R Lighting Enhancement	(4)	0	(4)	0	0	0
<b>TRT PROGRAMME TOTAL</b>	<b>(4)</b>	<b>0</b>	<b>(4)</b>	<b>0</b>	<b>0</b>	<b>0</b>
New Street Station Totems	(2)	(2)	0	(4)	(4)	0
Interconnect development	0	0	0	(60)	(60)	0
<b>INFORMATION &amp; MAPPING PROGRAMME TOTAL</b>	<b>(2)</b>	<b>(2)</b>	<b>0</b>	<b>(64)</b>	<b>(64)</b>	<b>0</b>
WMCA Asset Management System	6	6	0	(108)	(108)	0
ICT Cyber Security Project	0	0	0	(10)	(10)	0
ICT Rolling Programme	0	0	0	(40)	(40)	0
ICT Service Desk	0	0	0	(70)	(70)	0
<b>SYSTEMS ARCHITECTURE PROGRAMME TOTAL</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>(228)</b>	<b>(228)</b>	<b>0</b>
North Walsall Cutting and Stourbridge Junction Structural Improvements	(1)	(1)	0	(94)	(94)	0
North Walsall Cutting	(147)	0	(147)	0	0	0
Shelter Infrastructure (Replacement of Time Expired Stock)	0	0	0	(182)	(182)	0
Network Wide Bus Station Refurbishment Phase 1	(2)	(1)	(1)	(253)	(253)	0
Metro Line One CCTV Replacement	0	0	0	(2)	(2)	0
Network Wide CCTV Refresh and Installation (inc APNR)	(111)	(107)	(4)	(600)	(600)	0
Network Wide Rail RTI- Life Expired Replacements	0	0	0	(27)	(27)	0
Network Wide P and R Resurfacing Programme	(2)	(2)	0	(379)	(379)	0
Network Wide Park and Ride Upgrades (Cycle Facilities Height Restrictors)	(6)	(6)	0	(150)	(150)	0
<b>ASSET MANAGEMENT PROGRAMME TOTAL</b>	<b>(269)</b>	<b>(117)</b>	<b>(152)</b>	<b>(1,687)</b>	<b>(1,687)</b>	<b>0</b>
CCTV Shared Services Development	0	(8)	8	(50)	(50)	0
Dudley Bus Station Development	(81)	(88)	7	(256)	(256)	0
Walsall Town Centre Interchange Feasibility Study	(1)	(1)	0	(3)	(3)	0
Bradley Lane Park and Ride	(15)	(14)	(1)	(201)	(201)	0
Network Wide Park and Ride Expansion Developments -Phase 2	(2)	(2)	0	(240)	(240)	0
Tipton Park & Ride	(2)	0	(2)	(154)	(154)	0
<b>PROJECT DEVELOPMENT PROGRAMME TOTAL</b>	<b>(101)</b>	<b>(113)</b>	<b>12</b>	<b>(904)</b>	<b>(904)</b>	<b>0</b>
Metro Line One Upgrade	(89)	(89)	0	(148)	(148)	0
Tram Wifi Ground Infrastructure Improvements	0	0	0	(62)	(62)	0
<b>METRO PROGRAMME TOTAL</b>	<b>(89)</b>	<b>(89)</b>	<b>0</b>	<b>(210)</b>	<b>(210)</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>(1,214)</b>	<b>(1,022)</b>	<b>(192)</b>	<b>(5,010)</b>	<b>(5,010)</b>	<b>0</b>



Agenda Item No.



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	10 <sup>th</sup> July 2017
<b>Report title</b>	Solihull Statutory Quality Bus Partnership
<b>Lead Member</b>	Councillor Kath Hartley
<b>Accountable Director</b>	Steve McAleavy Director of Transport Services (interim) Steve.McAleavy@TfWM.org.uk 0121 214 7452
<b>Accountable Employee</b>	Guy Craddock, Alliance Delivery Specialist Guy.Craddock@TfWM.org.uk 0121 214 7109
<b>Report to be/has been considered by</b>	Transport for West Midlands Board

### Recommendation(s) for action or decision:

#### The Transport Delivery Board is recommended to:

- 1 Endorse the approval of the making of the Solihull Town Centre Advanced Quality Bus Partnership (AQPS) Scheme on or before Sunday 23rd July 2017.
- 2 As per the terms of reference for the Transport Delivery Committee, recommend to the West Midlands Combined Authority Board that the Solihull AQPS is formally agreed and made on or before 23rd July 2017, at the next meeting of the CA Board on the 21st July 2017.

### 1.0 Purpose

- 1.1 To seek endorsement and recommendation from the Transport Delivery Committee for the West Midlands Combined Authority Board to formally make the Solihull Town Centre AQPS by Sunday 23rd July 2017. This would then allow the scheme to be introduced after a minimum legal 13 week notice period on Sunday 22nd October 2017.

## **2.0 Background**

- 2.1 As part of the powers within the Transport Act 2000 that were further amended by the Local Transport Act 2008 and most recently amended by the Bus Services Act 2017, transport authorities such as the West Midlands Combined Authority (WMCA) have powers to create Advanced Quality Bus Partnerships (AQPS). The Bus Services Act 2017 provides that a Statutory Quality Partnership can be treated as an Advanced Quality Partnerships from the commencement date of 27<sup>th</sup> 2017. These partnership schemes can be created following public investment in bus initiatives within a defined area or on a bus route/corridor. The transport authority can then impose minimum standards on the bus operator(s) for service delivery.
- 2.2 To further strengthen the Bus Alliance delivery TfWM are also keen to expand the Birmingham City Centre SQPS (now AQPS) and implement further AQPS schemes at the key centres across the West Midlands in partnership with the local authorities.
- 2.3 In July 2012 the transport authority jointly created a SQPS (now AQPS) for Birmingham city centre in partnership with Birmingham City Council. This has proved to be an effective way of managing the use of bus stops within the City Centre and has, through setting minimum standards for buses, helped to drive up the quality and most notably imposed minimum emission standards for buses entering the scheme area.
- 2.4 With the recent improvements to the public realm in Solihull town centre both TfWM and Solihull Metropolitan Borough Council (MBC) are keen to establish a set of principles through a new AQPS to manage the 'on street' operation of buses in Solihull town centre and further drive up the air quality through emission standards, as well as protecting the significant levels of bus investment put into the centre by TfWM and Solihull MBC.

## **3.0 The Scheme**

- 3.1 The proposed scheme will be applied to 33 bus stops and stands within Solihull town Centre covering those in Station Approach, Poplar Road, Station Road, the section of Warwick Road within the town centre, Homer Road, New Road, Lode Lane as far as Solihull Hospital, Blossomfield Road, Monkspath Hall Road, Church Hill Road and Dury Lane.
- 3.2 A key output of the scheme will be that bus operators running within the scheme area will have to take any layover at the rail station bus stands which is designed to ensure that traffic in the town centre keeps moving on Station Road and Poplar Road.
- 3.3 The Solihull scheme will impose minimum engine emission standards for all buses. The scheme proposes a minimum standard from day one of Euro III engine emissions increasing to Euro IV from the middle of 2018; Euro V from the start of 2020 and Euro VI by the start of 2021. This is the most ambitious scheme in terms of emissions to date and takes into account that an AQPS must be implemented being mindful of competition law and must not be responsible for threatening the sustainability or viability of a business.
- 3.4 The phasing of the minimum emission standards for Solihull are in line with the West Midlands Bus Alliance current commitments of a minimum of all buses having a minimum of Euro V emission standard by 1<sup>st</sup> January 2020.
- 3.5 All main bus stops at the rail station will have a slot booking system which is similar to the type of operation undertaken across TfWMs bus stations. This process looks to maximise

safety at stops, prevent double parking of buses and make a more effective environment for customers. In addition to the slot booking system and bus engine emission standards the scheme will help with the following :

- Protect improved bus facilities in Solihull.
- Introduce enforceable bus stops and stands within the AQPS area.
- Require Solihull Council to enforce bus stands and other Traffic Regulation Orders
- Require operators to provide Real Time Information data feed to improve passenger information.
- Improve driving standards and driver training.

#### 4.0 Procedure to Implementation of the Scheme

4.1 The local Transport Act 2008 outlines a specific procedure that has to be followed to implement an Advanced Quality Bus Partnership. We undertook formal consultation with:

- The bus operators who currently operate within the proposed scheme area:
  - National Express West Midlands (West Midlands Travel Ltd)
  - Diamond Bus
  - Claribel Coaches
  - Igo buses
  - Johnson Coach and Bus
  - Sunny Travel
  - Discount Travel Solutions
  - Landflight (formally known as Silverline Landflight)
  - A&M Group
- The public transport teams at Warwickshire and Worcestershire County Councils
- Chairman and Vice Chairman of the Transport Delivery Committee
- Chairman and Vice Chairman of the West Midlands Combined Authority
- Elected members in Solihull
- Board members of the West Midlands Bus Alliance
- Birmingham & Solihull LEP
- West Midlands Traffic Commissioner
- West Midlands Chief Constable and West Midlands Police Commissioner

4.2 WMCA were not required to undertake a full public consultation on the scheme though anyone could have if they wished to make comments. Notification of the start of consultation was made via an advert in the Birmingham Mail newspaper and on our Transport for West Midlands website.

4.3 To comply with the legal procedure we are working to the following timescales:

- Formal Consultation started on **Monday 13<sup>th</sup> February 2017** and was open for 13 week period (the legal minimum requirement).
- Consultation ended on **Monday 15<sup>th</sup> May 2017**.
- Consideration of any comments will be made and the scheme will need to be made by **Sunday 22<sup>nd</sup> July 2017** at the latest.
- We will then give the legal minimum of 13 weeks' notice of the scheme start date.

- All bus operators who wish to operate any bus service in the scheme area once it has started will have sign a declaration to both the WMCA and the West Midlands Traffic Commissioner that they will fully comply with the AQPS requirements.
- The scheme will start on **Sunday 22<sup>nd</sup> October 2017**.

## **5.0 Responses to the Consultation**

- 5.1 We received consultation responses from three organisations, National Express West Midlands, Diamond Bus and the Black Country Councils which are outlined below.
- 5.2 Both National Express West Midlands and Diamond Bus raised the same two key concerns over vehicle emission standards and length time a bus would be permitted to park on the bus stands at Solihull rail station. With regards to the vehicle emission standards milestone dates for the minimum vehicle emission standards have been slightly adjusted to make compliance easier for the bus operators whilst still meeting the WMCA objective of improving bus engine emission standards. With regards to the permitted bus parking at the rail station WMCA have agreed with Solihull MBC to introduce revised traffic regulation orders that amend how long a bus can be stationary on bus stands. In conjunction with an adjusted bus stand allocation all operators should be able to comply with the requirements of the scheme.
- 5.3 The Black Country Councils raised concerns that operators will meet the requirements of both the Birmingham and Solihull AQPSs by moving their more environmentally friendly buses from the Black Country and replace them with older more polluting vehicles. WMCA is committed to the implementation of similar Advanced Partnerships based on other district centres such as Merry Hill shopping centre and West Bromwich and Walsall town centres. WMCA is already actively working towards a similar scheme for Wolverhampton city centre in early 2018 where our scheme will directly mitigate air quality issues in their city centre.

## **6.0 Monitoring and enforcement of the Scheme**

- 6.1 With the decriminalised parking enforcement powers in Solihull the enforcement of stationary parking offences like buses either parked where they should not or for too long on bus stops and stands will continue to be the responsibility of the parking enforcement officers employed by Solihull MBC. Moving offences will continue to be the responsibility of West Midlands Police.
- 6.2 TfWM staff will undertake monitoring of service performance and adherence to the scheme requirements. The scheme provides for procedures to follow for operators who do not comply with the scheme and ultimately this could ultimately result in action being taken by the Traffic Commissioner for the West Midlands.
- 6.3 The implementation of any AQPS should aim to strengthen the working relationship between TfWM and the Traffic Commissioner for the West Midlands (TC). The TC takes his role of ultimate enforcer of the AQPS very seriously and through the local office for the TC they have taken a keen interest in helping to ensure the bus operators all meet the required standards set out in the AQPS for the Birmingham scheme and this will continue with the Solihull scheme.
- 6.4 To date the Traffic Commissioner has taken disciplinary action against two bus operators who have not complied with the scheme requirements in Birmingham City Centre. In both

cases the operators had underlying issues with the standards of their vehicle maintenance which would have attracted the attention of the TC without the AQPS being in place.

- 6.5 With the Birmingham City Centre AQPS in place this strengthen the ability of the TC to take action against the two operators in because the scheme requires enhanced service delivery standards. All operators have to sign an undertaking they will abide by the scheme requirements and this allowed the TC to take specific action. In one case this resulted in the number of vehicles they could operate being reduced and with the other operator they were banned from running any services at all for a number of weeks. In both cases the TC banned both operators from running specific vehicles that did not meet the AQPS requirements.

## **7.0 Appendices**

- A copy of the proposed scheme

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**WEST MIDLANDS**  
COMBINED AUTHORITY

## WMCA Board

<b>Date</b>	23 June 2017
<b>Report title</b>	Memorandum of Understanding – West Midlands Combined Authority and Canals and Rivers Trust
<b>Portfolio Lead</b>	Councillor Roger Lawrence – Transport
<b>Accountable Chief Executive</b>	Keith Ireland, Managing Director, City of Wolverhampton Council & Monitoring Officer for West Midlands Combined Authority Email: keith.ireland@wolverhampton.gov.uk Tel: 01902 554500
<b>Accountable Employee</b>	Stuart Everton, Black Country Director of Transport. Email: Stuart.everton@wolverhampton.gov.uk Tel. 07881358686
<b>Report has been considered by</b>	STOG (22.05.17) and Programme Board (02.06.17)

**Recommendation(s) for action or decision:**

**WMCA Board are recommended to:**

1. Approve the contents of the Memorandum of Understanding between The West Midlands Combined Authority and Canals and Rivers Trust.

## **1. Purpose**

- 1.1. The report sets out the need to develop and adopt a collaborative way of working between the West Midlands Combined Authority, constituent local authorities and Canals and Rivers Trust due to the increased levels of funding now available to deliver transport improvements over the next 10 years.
- 1.2. The Memorandum of Understanding (MoU) recognises the interests of all parties and will form the basis for mutual collaboration as scheme delivery and constraints across the network become more critical.

## **2. Background**

- 2.1. Prior to the formation of the combined authority and the announcement of the devolution deal in October 2015, Local Authorities have engaged with the Canals and Rivers trust on an adhoc basis as and when major schemes were delivered.
- 2.2. The Canals and Rivers Trust was formed in July 2012 and operates as a charity. In doing so it is heavily reliant on investment from outside organisations and fees that are generated from works being undertaken on their network.
- 2.3. Over the last 4 years, both Birmingham City Council and the Black Country LEP have invested heavily to upgrade the canal tow paths to increase the level of cycling and walking across the metropolitan area.
- 2.4. The development of schemes such as Wednesbury to Brierley Hill and East Birmingham Metro Extension require a substantial amount of interaction between both parties, with considerable amounts of land access and acquisition required. Other major highways schemes such as M6 J10 will require planning and acquisition to be undertaken with CRT that is time critical.
- 2.5. Through schemes such as this listed above, the Canal and River Trust assets will be enhanced and will also introduce higher demand on their network. In return for the West Midland Combined Authority and constituent Local Authorities making a considerable investment at nil cost to CRT, there is a need to introduce a streamlined process to allow schemes to be delivered without incurring unnecessary delays.
- 2.6. The MoU will seek to prevent CRT from submitting objections to planning applications or Compulsory Purchase Orders where they stand to benefit from the improvements, either through an enhancement in the value of their assets or increase in use on the network. In addition all fees due on schemes will be waived unless legal agreements are required for indemnity purposes.
- 2.7. CRT will only be able to object to a planning application or CPO where it is detrimental to its own asset or user base.
- 2.8. This agreement applies to the Metropolitan Authorities within the Combined Authorities and any work funded through the 3 Local Enterprise Partnerships.



2.9. Signatory to the West Midlands Combined Authority will be Tim Martin, Head of Governance.

### **3. Impact on the Delivery of the Strategic Transport Plan**

- 3.1 The Metropolitan Tier: Rail and Rapid Transit Network, Key Route Network, Strategic Cycle Network
- 3.2 The West Midlands Combined Authority (WMCA) policies that are supported include:
- Policy 1 – To accommodate increased travel demand by existing transport capacity and new sustainable transport capacity.
  - Policy 3 – To maintain existing transport capacity more effectively to provide greater resilience and greater reliability for the movement of people and goods.
  - Policy 4 – To improve connections to new economic development locations to help them flourish, primarily through sustainable transport connections.
  - Policy 6 – To improve connections to areas of deprivation.
  - Policy 8 – To improve connections to new housing development locations to help them flourish, primarily through sustainable transport connections.
  - Policy 10 – To help tackle climate change by ensuring a large decrease in greenhouse gases from the West Midlands Metropolitan Area's transport system.
  - Policy 13 – To assist with the reduction of health inequalities in the West Midlands Metropolitan Area.
  - Policy 14 – To increase the accessibility of shops, services and other desired destinations for socially excluded people.

### **4. Wider WMCA Implications**

- 4.1. The MoU will allow schemes contained within the High Speed Two Connectivity Package and the West Midlands' 2026 Delivery Plan for Transport to be developed and delivered more efficiently and to reduce the amount of delays encountered when changes are required to schemes on site.

### **5. Financial implications**

- 5.1. There are no direct savings to the Local Authorities or West Midlands Combined Authority as part of this report.
- 5.2. Savings will be generated through a reduction in fees required to undertake works on the Canals and Rivers Trusts land and assets and through more efficient delivery methods. Thus expediting schemes to site more quickly.
- 5.3. Savings will also be generated from the reduction in objections submitted during the Compulsory Purchase Order process and the need for subsequent Public Inquiries.

## **6. Legal implications**

6.1. The memorandum of understanding is not legally binding by either party, but sets out a mutually agreed way of operating. In return, further levels of investment will be directed towards the Canals and Rivers Trust.

## **7. Equalities implications**

7.1. No equality implications envisaged in relation to this report.

## **8. Other Implications**

8.1. None Identified

## **9. Schedule of background papers**

9.1. None

## **10. Appendix**

Appendix 1: Draft Memorandum of Understanding between WMCA & Canals and Rivers Trust

## **DRAFT MEMORANDUM OF UNDERSTANDING**

**between**

**West Midlands Combined Authority (WMCA) & Canal & River Trust (CRT)**

### **1 BASIS**

This memorandum of understanding (MoU) between Canal & River Trust (CRT) and West Midlands Combined Authority (WMCA) has been drawn up to:

- Recognise the interests of the two organisations
- Create a basis for mutual collaboration
- Establish areas for co-operation in the development and promotion of sustainable transport projects on or near the Trust's canals and rivers and how this links to the wider transport infrastructure across the West Midlands Combined Authority area.

### **2 DEFINITIONS**

CRT means Canal & River Trust.

CRT is a company limited by guarantee. Registered in England No. 07807276. Registered Charity No. 1146792. Registered office is at: First Floor North, Station House, 500 Elder Gate, Milton Keynes MK9 1BB.

WMCA means West Midlands Combined Authority

WMCA is a representative body for the seventeen local authorities, seven of which are constituted members, five are non-constituted members, five are observing authorities and three Local Enterprise Partnerships.

West Midlands Combined Authority; 16 Summer Lane, Birmingham B19 3SD

MoU means this Memorandum of Understanding between CRT and WMCA.

### **3 BACKGROUND**

The Canal & River Trust (CRT) exists to protect and promote our inland waterway network in England and Wales so that our unique waterway heritage will always be a valued part of local landscapes and communities.

The West Midlands Combined Authority represent seven local authorities and three Local Enterprise Partnerships working together to deliver large scale schemes using shared resources, across the West Midlands.

The seven constituted authority areas covered by this agreement are;

- Birmingham City Council
- Coventry City Council
- Dudley Metropolitan Borough Council
- Sandwell Metropolitan Borough Council
- Solihull Metropolitan Borough Council
- Walsall Metropolitan Borough Council
- City of Wolverhampton Council

The three Local Enterprise Partnerships (LEPs) are;

- Black Country LEP
- Greater Birmingham and Solihull LEP
- Coventry and Warwickshire LEP

#### **4 DECLARATION OF A COMMON OBJECTIVE**

CRT and WMCA declare their common objective is to work collaboratively on projects and other relevant transport schemes in order to facilitate the successful delivery of shared goals and objectives.

#### **5 WORKING TOGETHER**

CRT and WMCA:

Wish to work in a spirit of partnership and co-operation for the benefit of inland waterways and wider transport infrastructure, across the WMCA area.

#### **6 COLLABORATION**

CRT and WMCA commit to working together in the following ways;

- 6.1 Holding bi-annual meetings with representatives nominated by each organisation, in April and September (or otherwise agreed between the parties) in order to inform each organisation of planned projects which may affect canals or rivers managed by CRT or where CRT projects may impact on West Midlands transport infrastructure. Furthermore this meeting will identify opportunities to work in partnership to deliver common objectives set out in 4 above.
- 6.2 Representatives will agree to disseminate information to relevant teams within each organisation and in the case of WMCA with the relevant local authority.
- 6.3 In recognition of WMCAs investment in CRTs assets within a financial year, any charges or fees made by CRT under CRTs Code of Practice for WMCA projects affecting CRT assets, will be reviewed by CRTs National Infrastructure

Services Manager with a view to reducing or waiving fees on a project by project basis. In any case CRT shall use reasonable endeavours to control such costs, for example by minimising the use of external consultants to handle WMCA project matters.

- 6.4 Where a project is likely to result in the compulsory purchase of land held in Trust by CRT or where CRT land or interests are likely to be the subject of a Transport and Works Act Order application, WMCA will undertake early consultation on a project by project basis. Both organisations will negotiate in the spirit of openness and fairness, and subject to a satisfactory outcome for both parties, including details of any compensation, will seek to negate the need for formal objection.
- 6.5 Where CRT submits a formal objection to a draft Transport and Works Act Order or a compulsory purchase order the parties shall bear their own costs in respect of negotiating in relation to the objection and in drawing up any related legal agreement.
- 6.6 Where there are prior agreements between the parties related to Transport and Works Act Orders (including for the avoidance of doubt those entered into by the West Midlands Passenger Transport Executive/Centro and/or British Waterways) their provisions shall be delivered and implemented in a spirit of openness and co-operation. The parties shall bear their own costs in relation to any changes required to update such agreements due to changes in circumstances.
- 6.7 As a key stakeholder, CRT will contribute constructively to the development of appropriate West Midlands transport plans and strategies.
- 6.8 WMCA agree to work with CRT to identify and develop appropriate funding bids that help to provide resources to deliver common objectives and develop an integrated and more sustainable West Midlands transport system.

## **7 GENERAL PROVISIONS**

- 7.1 The Agreement is written in the spirit of goodwill and cooperation in order to achieve common goals and objectives.
- 7.2 This agreement does not remove CRTs rights of objection in response to draft Transport and Works Act or compulsory purchase orders.
- 7.3 Each party retains the option to progress sole initiatives without the agreement of the other party.
- 7.4 This MoU does not constitute or infer any contract or binding agreement on or between CRT and WMCA, local authority, LEP or any of their successors.
- 7.5 The effective date for this MoU between CRT and WMCA shall be the date of the later signature below.

7.6 This MoU shall remain in effect until terminated in writing by either party and may only be modified upon the written agreement of both parties.

7.7 If any part of this MoU is frustrated, the parties will endeavour to develop new provisions that will achieve the common objective set out in 4 above.

Signed for and on behalf of  
Canal & River Trust

Signed for and on behalf of  
West Midlands Combined Authority

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<NAME>

Date:

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<NAME>

Date:



**WEST MIDLANDS**  
COMBINED AUTHORITY

## West Midlands Combined Authority Board

<b>Date</b>	23 June 2017
<b>Report title</b>	Swift Vending Machine Wider Rollout
<b>Portfolio Lead</b>	Councillor Roger Lawrence - Transport
<b>Accountable Chief Executive</b>	Keith Ireland, Managing Director, City of Wolverhampton Council & Monitoring Officer for West Midlands Combined Authority
<b>Accountable Employee</b>	Matt Lewis, Head of Swift, Transport for West Midlands  Email: matthewlewis@centro.org.uk Tel: 0121 214 7025
<b>Report to be/has been considered by</b>	Smart Programme Board (22 May 2017)

### Recommendation(s) for action or decision:

### The West Midlands Combined Authority Board is recommended to:

- Agree to the wider rollout of Swift vending machines across all TfWM bus stations and at key interchanges subject to business case.

## 1.0 Purpose

- 1.1 The purpose of this report is to highlight the success to date of the Swift vending machine pilot at Wolverhampton Bus Station and to gain agreement, subject to business case, to the wider rollout of vending machines at the key locations detailed below.

## 2.0 Background

- 2.1 In order to access the benefits of Swift, customers need to obtain a Swift card. These are widely available through TfWM and National Express Travel Information Centres (TIC), Payzone<sup>1</sup> outlets and the through the online web portal. However, access can still be improved. In particular, key transport interchanges without TICs and other strategic sites such as the Birmingham Airport are currently without immediate access to Swift, with customers' easiest option to obtain a card being the online portal which with postage limitations means they have to wait between 24 and 48 hours before they can get a card.

## 3.0 Wolverhampton Pilot

- 3.1 In an effort to deliver greater access to the Swift card, TfWM has piloted a Swift vending machine at Wolverhampton Bus Station. The vending machine is pictured below:



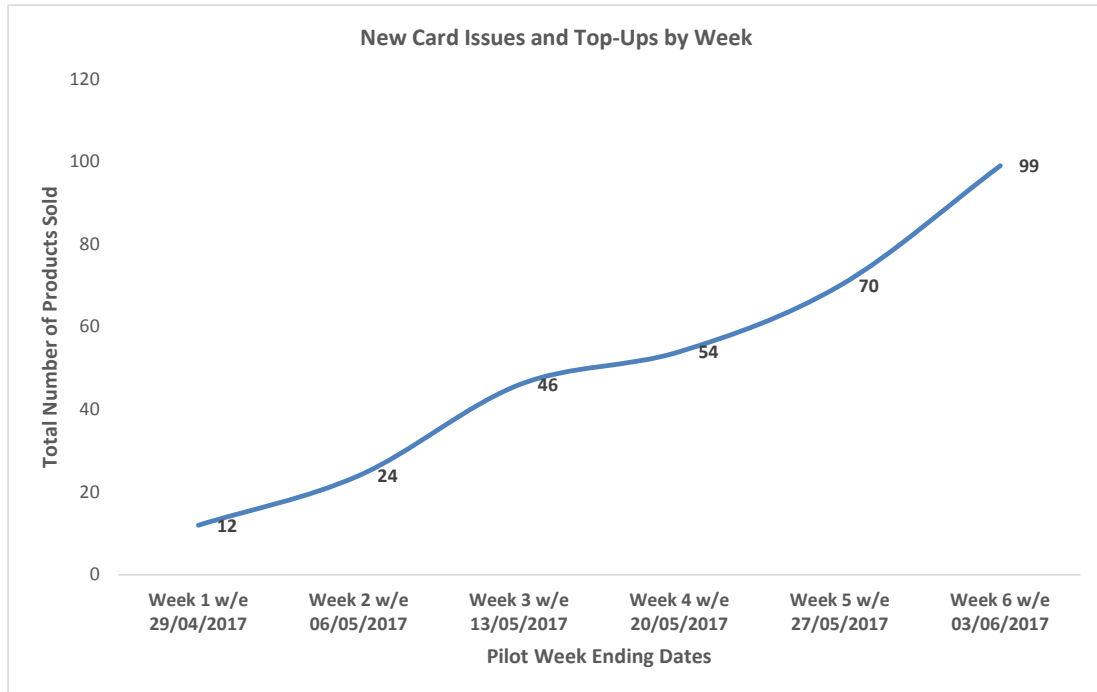
- 3.2 There are a number of types of Swift card available, including those for Pay-as-you-go and multiday tickets which are transferrable between customers and therefore do not require photo identification on the card; and Swift cards that carry season tickets which are not transferrable across customers and as such do require a photo of the user on the card for identification. The Swift vending machine, dispenses both card types and as such has the functionality to take a photo of the customer – this is a UK first in the area of smart ticketing.
- 3.3 As well as dispensing cards, the vending machine also allows customers to buy any ticket within the Swift range including season tickets and Swift Pay-as-you-go credit. Customers can even use their contactless bank card to pay for it.

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<sup>1</sup> Swift Pay-as-you-go only

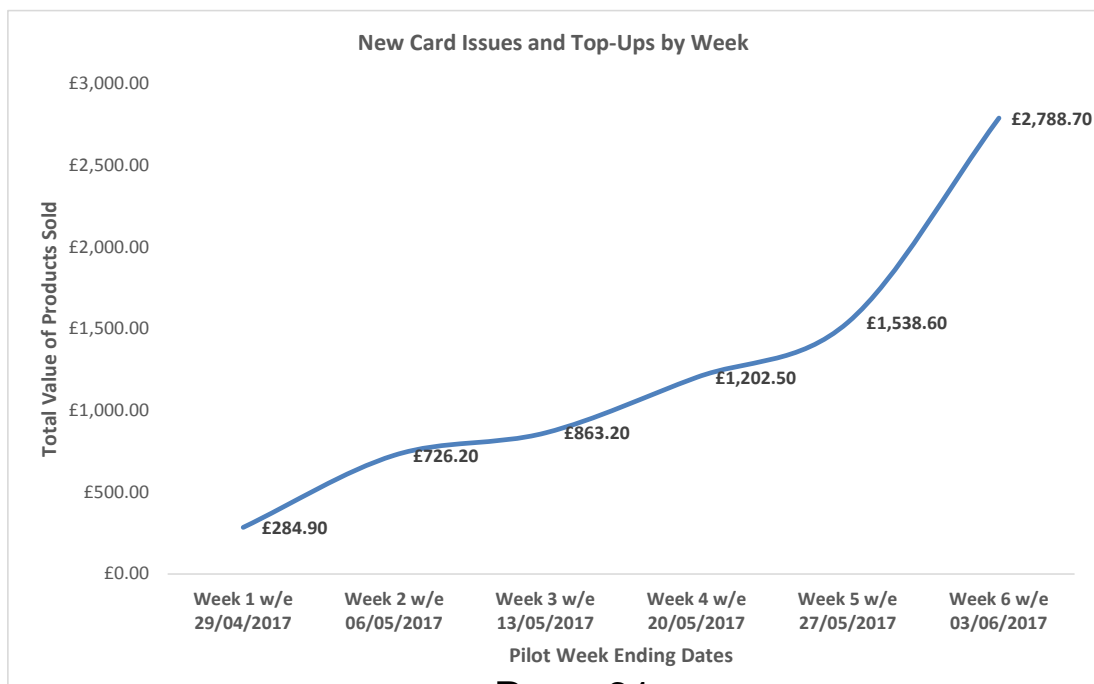


- 3.4 The vending machine was installed in April and, as shown in the graphs below, is increasingly popular with customers.



- 3.5 As can be seen above, within the space of 6 weeks, ticket purchases has grown to almost 100 per week. Customers appreciate the fact that the vending machine is available throughout the day and usage is high when the Wolverhampton TIC is outside of opening hours. We expect this level of growth to continue.

- 3.6 The graph below shows the value transacted through the system during the first 6 weeks of operation:



## **4.0 Customer Feedback**

4.1 In order to capture customers' views of the vending machine, the screen offers a voluntary pop-up survey at the end of the transaction, asking three simple questions with customers required to score on a scale between 1 and 5, with 5 being the most positive response.

4.2 The three questions and scores are listed below:

- Is the vending machine easy to use? – 89% of people scored either 4 or 5 with 70% scoring 5.
- Would you use the vending machine again? – 91% of people scored either 4 or 5 with 74% scoring 5.
- Would you recommend the vending machine to a friend? – 91% of people scored either 4 or 5 with 69% scoring 5.

4.3 This is really positive feedback and indicates that Swift vending machines would be popular in other similar locations.

## **5.0 Locations for wider rollout**

5.1 A Swift vending machine at Birmingham Airport would provide visitors with easy access to Swift Pay-as-you-go and Multiday tickets meaning they would receive the same benefits as residents when using the bus for their onward journeys.

5.2 TfWM has the following 12 key bus stations and interchanges which would benefit from the introduction of a Swift vending machine:

- Bearwood
- Bilston
- Coventry
- Cradley Heath
- Dudley
- Halesown
- Merry Hill
- Stourbridge
- Walsall
- Wednesbury
- West Bromwich
- Wolverhampton

5.3 Whilst, Birmingham City Centre, Solihull Town Centre and Sutton Coldfield Town Centre are not staffed interchanges, they are significant destinations for bus travellers and as such would also be good locations for vending machines. Equally, the rollout of Swift vending machines at key tram stations such as West Bromwich and Priestfield should be well used, given information we have on Swift usage.

5.4 Swift is only currently available to direct debit customers on the rail network and as such the rollout of Swift vending machines to rail stations at this stage may confuse customers as there are no Swift tickets that can be vended to them. Also, the next rail franchisee will have significant commitments to support Swift and we expect this to include updating the estate of vending machines that are already on the rail network and as such the rollout of Swift vending machines onto rail stations has been excluded at this stage.

## **6.0 Costs**

- 6.1 To adequately provide Swift vending facilities to the locations above, would require roughly 20 machines. The manufacturer of the Swift vending machine for the pilot has provided a cost estimate of £14,000 per unit including installation costs, if purchased in a bulk order of 20 or more. Purchasing less than 20 units would cost £15,000 per unit.
- 6.2 Therefore, based on the estimate provided above, it would cost c. £280,000 to deliver 20 Swift vending machines at strategic locations across the region. TfWM would hope that through competitive tender, the estimate provided by the pilot manufacturer would be reduced.

## **7.0 Financial implications**

- 7.1 A one-off budget allocation of approximately £40k was made available to fund the pilot Swift vending machine in Wolverhampton Bus Station. This budget has funded its development and installation together with initial operational costs. It is estimated that there will be a budget surplus of approximately £4k. Currently, no further budget has been identified to fund further machines.
- 7.2 WMCA charges operators 2.5% commission for the sale of any product and 2.5% commission on PAYG usage. This will cover associated transactional bank charges and, assuming a reasonable level of sales, should also fund the ongoing operational costs, for example any electricity or licence costs of machines.
- 7.3 Should the installation of more vending machines encourage new customers to use Public Transport, rather than simply encourage a transfer of customers from one method of purchasing products to another, WMCA's ticketing commission income should increase, providing an additional income stream which could be used to procure more vending machines. Should the business case be successful, this factor should be considered when determining how a roll-out of new machines should occur. For instance, a machine at Birmingham Airport may be more likely to attract new customers, and therefore generate new income, than a machine at a Bus Station which has a nearby Travel Information Centre or Payzone outlet.

## **8.0 Legal implications**

- 8.1 There are no known legal implications associated with the content of this report.

## **9.0 Equalities implications**

- 9.1 There are no equalities implications associated with this report

## **10.0 Other implications**

- 10.1 There are no other implications associated with this report.

**11.0 Schedule of background papers**

- 11.1 “Swift Programme 2017” presented to the West Midlands Combined Authority Board on the 17 February 2017

**12.0 Appendices**

- 12.1 None.

**END**



## WMCA Board

<b>Date</b>	23 June 2017
<b>Report title</b>	Swift on rail at Non-Constituent Member stations
<b>Portfolio Lead</b>	Councillor Roger Lawrence – Transport
<b>Accountable Chief Executive</b>	Keith Ireland, Managing Director, City of Wolverhampton Council & Monitoring Officer for West Midlands Combined Authority
<b>Accountable Employee</b>	Matt Lewis, Head of Swift, Transport for West Midlands  Email: matthewlewis@centro.org.uk Tel: 0121 214 7025
<b>Report to be/has been considered by</b>	Smart Programme Board (22 May 2017)

### Recommendation(s) for action or decision:

#### The West Midlands Combined Authority Board is recommended to:

- Agree to the migration of the nNetwork and nTrain 'Add-on' tickets onto the Swift platform to bring the Swift card experience to Non-Constituent Member residents travelling on the rail network into the West Midlands from July 2017.
- Review the progress update for the delivery of the Redditch pilot as detailed in section 4 below.

## 1.0 Purpose

- 1.1 The purpose of this report is to seek approval to migrate the nNetwork and nTrain 'Add-on' tickets onto the Swift platform and to provide an update on the progress towards delivering the Swift pilot in Redditch.

## 2.0 Background

- 2.1 Circa 13,500 rail passengers who live in the West Midlands use Swift everyday through the nTrain and nNetwork direct debit scheme. These schemes also include an 'add-on' ticket that provides access to the West Midlands rail network, to those living in the wider 'journey to work' area. There are currently c.1000 customers on the direct debit scheme that live outside the West Midlands, who use these 'add-on' tickets.
- 2.2 The Swift team has successfully tested these ticket types on the Swift platform including at smart enabled rail gates. The team has also gained agreement for rollout from all of the Train Operating Companies (TOCs) that operate in this wider area. Therefore, it is ready to begin the rollout to customers which it expects to commence at the start of July.

## 3.0 Non-constituent stations.

- 3.1 TfWM is keen to rollout the benefits of Swift into the wider non-constituent areas and this project provides a great opportunity to do so. This project will deliver access to Swift to direct debit customers who use the following stations:

**Cannock Chase District Council:** Rugeley Trent Valley; Rugeley Town; Hednesford; Cannock

**North Warwickshire Borough Council:** Polesworth; Atherstone; Coleshill Parkway; Water Orton

**Nuneaton and Bedworth Borough Council:** Nuneaton; Bermuda Park; Bedworth

**Redditch Borough Council:** Redditch

**Rugby Borough Council:** Rugby

**Stratford-on-Avon District Council:** Stratford-on-Avon; Stratford-on-Avon Parkway; Wilmcote; Wooton Wawen; Henley in Arden; Danzey; Wood End; The Lakes; Bearley; Claverdon

**Shropshire Council:** Shrewsbury; Shifnal; Cosford; Albrighton

**Tamworth Borough Council:** Tamworth; Wilnecote

**Telford and Wrekin Council:** Wellington; Oakengates; Telford Central

**Warwickshire County Council:** Leamington Spa; Warwick; Warwick Parkway; Hatton; Lapworth

- 3.2 To use their Swift card, customers will board the train at their station and show their Swift card to the Train Manager if requested, the Train Manager can then check the Swift card is valid using either the Swift App or a purpose build checking device (this depends on the operator). If the customer comes into any of the following stations; Birmingham New Street, Birmingham Snow Hill, Birmingham Moor Street, Birmingham International, Five Ways, University or Coventry, then they merely place their Swift card onto the gate reader and the gate will open.

#### **4.0 Swift in Redditch – Development update**

- 4.1 The location for three Swift Collectors has been agreed with two being installed at Redditch Bus Station and one at the Alexandra Hospital. These Collectors allow customers to download tickets or Pay-as-you-go credit onto their Swift card following an online purchase. These Swift Collectors are currently being manufactured and will be installed on site in the coming months
- 4.2 Diamond, the largest bus operator in Redditch has agreed to migrate its 1 and 4 week tickets onto the Swift platform as well as accepting Swift Pay-as-you-go. The Swift team is also in discussion with other Redditch based operators to give them an opportunity to transfer their tickets onto the Swift platform.
- 4.3 The project is on track and as such the Swift Team is confident that it will be delivered by September as planned.

#### **5.0 Financial implications**

- 5.1 The migration of add-on tickets onto the Swift platform was included within the initial system requirements specified in the 2015 Swift procurement and, as such, is fully funded from existing budgets.
- 5.2 The cost of the Swift collectors in Redditch will be borne by Worcestershire County Council.

#### **6.0 Legal implications**

- 6.1 There are no known legal implications associated with the content of this report.

#### **7.0 Equalities implications**

- 7.1 There are no equalities implications associated with this report

#### **8.0 Other implications**

- 8.0 There are no other implications associated with this report.

#### **9.0 Schedule of background papers**

- 9.1 “Swift Programme 2017” presented to the West Midlands Combined Authority Board on the 17 February 2017

[PUBLIC]

## **10.0 Appendices**

10.0 None.

**END**



TRANSPORT DELIVERY COMMITTEE				
COMMITTEE MEETING		REPORT AND AUTHOR	AGENDA SETTING MEETING	
<i>Date of Meeting</i>	<i>Date Final Reports to be submitted to Governance Services</i>		<i>Date of Meeting</i>	<i>Date Reports to be submitted to Governance Services</i>
4 September 2017	23 August	<ul style="list-style-type: none"> <li>• <b>Accessible Transport Update</b> Steve McAleavy (Richard Mayes)</li> <li>• <b>Customer Infrastructure Update</b> Steve McAleavy (Andy Thrupp)</li> <li>• <b>Bus Alliance Update</b> Steve McAleavy (Guy Craddock)</li> <li>• <b>Chiltern Partnership Agreement</b> Steve McAleavy (Babs Coombes/Peter Sargent)</li> </ul>	21 August	17 August
9 October 2017	28 September	<ul style="list-style-type: none"> <li>• <b>Financial Monitoring Report</b> Mark Taylor (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b> Laura Shoaf (Sandeep Shingadia)</li> <li>• <b>Bus Business Update</b> Steve McAleavy (TBA)</li> <li>• <b>Customer Engagement Update</b> Steve McAleavy (Lee Eteo)</li> <li>• <b>Passenger Information Delivery Update</b> Mike Waters (Chris Lane)</li> <li>• <b>Park and Ride Update</b></li> </ul>		

TRANSPORT DELIVERY COMMITTEE				
COMMITTEE MEETING		REPORT AND AUTHOR	AGENDA SETTING MEETING	
<i>Date of Meeting</i>	<i>Date Final Reports to be submitted to Governance Services</i>		<i>Date of Meeting</i>	<i>Date Reports to be submitted to Governance Services</i>
		Steve McAleavy ( Peter Sargent)		
6 November 2017	26 October	<ul style="list-style-type: none"> <li>• <b>Rail Business Update</b> Steve McAleavy (Babs Coombes)</li> <li>• <b>Safer Travel Update</b> Steve McAleavy (Mark Babington)</li> <li>• <b>Swift Delivery Update</b> Steve McAleavy (Matt Lewis)</li> </ul>		
4 December 2017	23 November	<ul style="list-style-type: none"> <li>• <b>Financial Monitoring Report</b> Mark Taylor (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b> Laura Shoaf (Sandeep Shingadia)</li> <li>• <b>Metro Business Update</b> Phil Hewitt (Sophie Allison)</li> <li>• <b>Cycling and Walking Update</b> Sandeep Shingadia (Claire Postin)</li> <li>• <b>Customer Services Performance Update</b> Steve McAleavy (Sarah Jones)</li> </ul>		
8 January 2018	21 December	<ul style="list-style-type: none"> <li>• <b>Bus Business Update</b> Steve McAleavy (TBA)</li> </ul>		

## TRANSPORT DELIVERY COMMITTEE

COMMITTEE MEETING		REPORT AND AUTHOR	AGENDA SETTING MEETING	
<i>Date of Meeting</i>	<i>Date Final Reports to be submitted to Governance Services</i>		<i>Date of Meeting</i>	<i>Date Reports to be submitted to Governance Services</i>
		<ul style="list-style-type: none"> <li>• <b>Bus Alliance Update</b> Steve McAleavy (Edmund Salt)</li> </ul>		
5 February 2018	25 January	<ul style="list-style-type: none"> <li>• <b>Financial Monitoring Report</b> Mark Taylor (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b> Laura Shoaf (Sandeep Shingadia)</li> <li>• <b>Rail Business Update</b> Steve McAleavy (Babs Coombes)</li> <li>• <b>Swift Delivery Update</b> Steve McAleavy (Matt Lewis)</li> </ul>		
5 March 2018	22 February	<ul style="list-style-type: none"> <li>• <b>Metro Business Update</b> Phil Hewitt (Sophie Allison)</li> <li>• <b>Accessible Transport Update</b> Steve McAleavy (Richard Mayes)</li> <li>• <b>Customer Infrastructure Update</b> Steve McAleavy (Andy Thrupp)</li> </ul>		
9 April 2018	28 March	<ul style="list-style-type: none"> <li>• <b>Financial Monitoring Report</b> Mark Taylor (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b></li> </ul>		

TRANSPORT DELIVERY COMMITTEE				
COMMITTEE MEETING		REPORT AND AUTHOR	AGENDA SETTING MEETING	
<i>Date of Meeting</i>	<i>Date Final Reports to be submitted to Governance Services</i>		<i>Date of Meeting</i>	<i>Date Reports to be submitted to Governance Services</i>
		Laura Shoaf (Sandeep Shingadia)  <ul style="list-style-type: none"> <li>• <b>Bus Business Update</b> Steve McAleavy (TBA)</li> <li>• <b>Passenger Information Delivery Update</b> Mike Waters (Chris Lane)</li> <li>• <b>Park and Ride Update</b> Steve McAleavy (Peter Sargent)</li> </ul>		
14 May 2018	2 May	<ul style="list-style-type: none"> <li>• <b>Rail Business Update</b> Steve McAleavy (Babs Coombes)</li> <li>• <b>Safer Travel Update</b> Steve McAleavy (Mark Babington)</li> <li>• <b>Bus Alliance Update</b> Steve McAleavy (Edmund Salt)</li> </ul>		
11 June 2018	31 May	<ul style="list-style-type: none"> <li>• <b>Financial Monitoring Report</b> Mark Taylor (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b> Laura Shoaf (Sandeep Shingadia)</li> <li>• <b>Metro Business Update</b> Phil Hewitt (Sophie Allison)</li> </ul>		

TRANSPORT DELIVERY COMMITTEE				
COMMITTEE MEETING		REPORT AND AUTHOR	AGENDA SETTING MEETING	
<i>Date of Meeting</i>	<i>Date Final Reports to be submitted to Governance Services</i>		<i>Date of Meeting</i>	<i>Date Reports to be submitted to Governance Services</i>
		<ul style="list-style-type: none"> <li>• <b>Cycling and Walking Update</b> Sandeep Shingadia (Claire Postin)</li> <li>• <b>Customer Services Performance Update</b> Steve McAleavy (Sarah Jones)</li> </ul>		

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