



## Transport Delivery Committee

**Date:** Monday 8 January 2018

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

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

### Membership

Councillor Richard Worrall (Chair)	Walsall Metropolitan Borough Council
Councillor Phil Davis (Vice-Chair)	Birmingham City Council
Councillor Timothy Huxtable (Vice-Chair)	Birmingham City Council
Councillor Pervez Akhtar	Coventry City Council
Councillor Robert Alden	Birmingham City Council
Councillor Adrian Andrew	Walsall Metropolitan Borough Council
Councillor Mohammed Fazal	Birmingham City Council
Councillor Mohammed Hanif	Dudley Metropolitan Borough Council
Councillor Kath Hartley	Birmingham City Council
Councillor Diana Holl-Allen	Solihull Metropolitan Borough Council
Councillor Roger Horton	Sandwell Metropolitan Borough Council
Councillor Chaman Lal	Birmingham City Council
Councillor Keith Linnekor	Birmingham City Council
Councillor Ted Richards	Solihull Metropolitan Borough Council
Councillor Judith Rowley	City of Wolverhampton Council
Councillor Gurcharan Singh Sidhu	Sandwell Metropolitan Borough Council
Councillor David Stanley	Dudley Metropolitan Borough Council
Councillor Daniel Warren	City of Wolverhampton Council
Councillor David Welsh	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)

# AGENDA

No.	Item	Presenting	Pages	Time
<b>Meeting business item</b>				
1.	Apologies for absence	Chair	None	
2.	Declarations of Interest Members are reminded of the need to declare any disclosable pecuniary interests they have in an item being discussed during the course of the meeting. In addition, the receipt of any gift or hospitality should be declared where the value of it was thought to have exceeded £25 (gifts) of £40 (hospitality).	Chair	None	
3.	Chair's Remarks	Chair	None	
4.	Minutes of the last meeting	Chair	1 - 8	
5.	Matters Arising	Chair	None	
6.	Correspondence/ Petitions	Chair	None	
7.	Metro Investment Programme	Phil Hewitt	9 - 30	
8.	Financial Monitoring Report	Linda Horne	31 - 42	
9.	Presentation : Draft Transport Budget 2018/19	Linda Horne	None	
10.	Capital Programme Delivery Monitoring Report	Sandeep Shingadia	43 - 50	
11.	Bus Station Departure Charges	Andy Thrupp	51 - 54	
12.	Bus Alliance Update	Edmund Salt	55 - 58	
13.	Wolverhampton Advanced Quality Bus Partnership - Approval to start formal consultation	Guy Craddock	59 - 114	
14.	Network Disruption Report	Steve McAleavy	To Follow	
15.	Putting Passengers First Portfolio Summary -Lead Member Report	Cllr Hartley	To Follow	
16.	Safe and Sustainable Travel Portfolio Summary - Lead Member Report	Cllr Holl-Allen	115 - 118	

17.	Notices of Motion To consider any notices of motion by the deadline of 12 noon on 4 January 2018.	Chair	None	
18.	Questions To consider any questions submitted by the deadline of 12 noon on 4 January 2018 for written questions and 12 noon on 5 January 2018 for oral questions.	Chair	None	
19.	Forward Plan	Chair	119 - 122	
20.	Date of Next Meeting - Monday, 5 February 2018, 1.00 pm		None	

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## WEST MIDLANDS COMBINED AUTHORITY

### Transport Delivery Committee

Monday 4 December 2017 at 1.00 pm

#### Minutes

##### Present

Councillor Richard Worrall (Chair)	Walsall Metropolitan Borough Council
Councillor Timothy Huxtable (Vice-Chair)	Birmingham City Council
Councillor Pervez Akhtar	Coventry City Council
Councillor Robert Alden	Birmingham City Council
Councillor Mohammed Fazal	Birmingham City Council
Councillor Mohammed Hanif	Dudley Metropolitan Borough Council
Councillor Kath Hartley	Birmingham City Council
Councillor Diana Holl-Allen	Solihull Metropolitan Borough Council
Councillor Roger Horton	Sandwell Metropolitan Borough Council
Councillor Chaman Lal	Birmingham City Council
Councillor Keith Linnecor	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

##### In Attendance

Laura Shoaf	Transport for the West Midlands
Linda Horne	West Midlands Combined Authority
Steve McAleavy	Transport for West Midlands
Sandeep Shingadia	Transport for the West Midlands
Sarah Jones	Transport for West Midlands
Carl Craney	West Midlands Combined Authority
Hannah Dyan	Transport for West Midlands
Andre Bromfield	West Midlands Combined Authority
Claire Williams	Transport for West Midlands
Vicki Bennett	National Express
Malcolm Holmes	West Midlands Rail / Transport for West Midlands

##### Item Title No.

##### 1. Apologies for absence

Apologies for absence were received from Councillors Andrew, Sidhu and Welsh.

Councillor Horton referred to the continuing absence of Councillor Sidhu and advised that Sandwell MBC had recently passed a resolution granting Councillor Sidhu a dispensation from complying with the 'six month rule' on

attendance at meetings. The Chair requested the Governance Services Officer to check the position in respect of Councillor Sidhu's attendance at this Committee.

**2. Declarations of Interest**

The Chair, Councillor Worrall and Councillors Horton, Huxtable and Warren declared an interest in Agenda Item No. 9 (West Midlands Cycling Charter progress) inasmuch as it referred to the operator of the new rail franchise and they had received hospitality recently from the company.

**3. Chair's Remarks**

**(1) Baby on Board Scheme**

The Chair invited the Lead Member for Putting Passengers First, Councillor Kath Hartley to explain the Baby on Board Scheme. Councillor Kath Hartley outlined briefly the scheme. Steve McAleavy reported that, to date, 250 badges had been issued. The scheme had been launched recently following an approach to the WMCA from a pregnant lady who had been unable to obtain a seat on a tram. Councillor Timothy Huxtable suggested that the scheme be extended to parents with pushchairs. Steve McAleavy undertook to refer this suggestion to the respective operators. Councillor Robert Alden suggested that the various Clinical Commissioning Groups and Hospitals be alerted to the scheme.

**(2) Funding for Metro WBHE**

The Chair reported that the Government had intimated its intention of providing funding in the sum of £250 million towards this scheme.

Councillor Roger Horton reported that a number of recent meetings of the Metro Board had been cancelled and that he had requested that Members receive a written update on matters which would have been discussed at such meetings. With regard to the WBHE scheme he commented that this was excellent news for the Black Country and the West Midlands generally.

**(3) Member Visit to the CCTV Centre**

The Chair advised that he would be circulating an invitation to Members of the Committee to assess interest in visiting the CCTV Centre on the day of a future meeting of the Committee.

**4. Minutes of the meeting held on 6 November 2017**

The minutes of the meeting held on 6 November 2017 were agreed and signed by the Chair as a correct record.

**5. Matters Arising**

Councillor Horton referred to Minute No. 53 insofar as it related to dates of future meetings of his Lead Members Group and advised that this matter had been resolved. The Chair reported that he had spoken with Councillors Diana Holl-Allen and Kath Hartley and that reports from their respective Groups would be presented to the meeting of the Committee scheduled 8 January 2018 with the remaining being presented reports to the meetings of the Committee scheduled for 8 February 2018 and 5 March 2018.

Councillor Timothy Huxtable referred to Minute No. 57 and requested that

Malcolm Holmes explain the potential of hybrid trains to West Midlands Trains.

Councillor Roger Horton referred to Minute No. 61 and requested an update on the matter. Steve McAleavy advised that the views of the community transport operators and a further response from the Government were awaited.

**6. Correspondence/ Petitions**

None submitted.

**7. To note the Minutes of the Bus Shelter Appeals Decision Group held on 7 November**

Councillor Kath Hartley presented the minutes of the Bus Shelter Appeals Decision Group held on 7 November 2017.

Resolved:

That the minutes of the meeting of the Bus Shelter Appeals Decision Group held on 7 November 2017 be noted subject to the deletion of the reference to 'Weston Road' and the substitution of 'Weston Street'.

**8. Customer Services Performance Report**

Councillor Kath Hartley presented a report relating to the performance of the Ticketing Delivery and Customer Service Centre Teams. The report included:

**Customer Services Centre Performance**

- Overview;
- Telephone Calls;
- Customer Relations Enquiries; and
- Emails

**Ticketing Delivery Performance**

- Overview; and
- Concessionary Pass Application Processing

**Future Developments**

Sarah Jones explained various elements covered in the report and drew to the attention of the Committee the increase in call volume following the expansion of the range of responsibilities of the WMCA and the election of the Mayor.

Councillor David Stanley suggested that the various local authorities be encouraged to assist with the issue of concessionary passes for those customers without access to computers. Sarah Jones advised that this had been the previous practice but had ceased due to the level of additional equipment required. She offered to re-visit this possibility.

Resolved:

That the contents of the report be noted.

**9. West Midlands Cycling Charter Progress**

Councillor Diana Holl-Allen presented a report which detailed the performance, operation and delivery of the West Midlands Cycling Charter

initiatives. She commented that it was an ambitious plan working towards £283 million expenditure over a ten year package of cycling initiatives.

Hannah Dayan explained the various elements of the report.

Councillor David Stanley observed that the role of 'Cycling Champion' had previously been undertaken by Councillor Peter Lowe and suggested that this role now be taken by Councillor Roger Lawrence, Portfolio Lead for Transport. Councillor Judith Rowley expressed concern that the role of Cycling and Walking Commissioner was not being progressed. She commented that both London and Manchester had such positions. Laura Shoaf explained that no decision had yet been taken on this matter, that the situation in the West Midlands was different to that in London and that the role had yet to be determined.

Councillor Pervez Akhtar commented that all parties were convinced of the importance of cycling and that delivering the various initiatives was important. He reminded the Committee of the Mayor's aspirations to increase expenditure on cycling to £10 per head of population. He requested that the Mayor attend a future meeting of the Committee to report on the future of cycling and its role in improving health, quality of life, air quality and reducing noise pollution. The Chair agreed to invite the Mayor to attend a future meeting of the Committee.

Councillor Mohammed Hanif welcomed the report but commented that only three voluntary organisation within the Dudley MBC area were involved in delivering activities and/or encouraging more people to continue to take up cycling and walking as a form of active travel as well as a way of promoting healthy active living. He enquired how this was promoted and if feedback was received from the voluntary organisations. Hannah Dayan explained that the voluntary organisations referred to in the report were those that worked currently with the respective local authorities. She advised that Transport for West Midlands did not have a lot of inter-action with these voluntary organisations as they worked with the local authorities. The list of organisations was updated as necessary based on information from the local authorities.

Councillor Mohammed Hanif enquired whether the various health groups were approached. Hannah Dayan explained that this was a decision of the local authorities. Sandeep Shingadia suggested that these matters could be raised with the Cycle Charter Group and the methods of capturing feedback could be explored.

Councillor Timothy Huxtable commented that on 24 November 2017 a sum of £30 million had been allocated for HS2 Road Safety schemes in Birmingham, Solihull, Staffordshire and Warwickshire and requested that further details be included in a future report to the Committee. Sandeep Shingadia advised that the announcement had been made after the Agenda and supporting papers had been despatched and that the monies had been allocated to the respective local authorities and not the WMCA.

Resolved:



1. That the progress to date with the West Midlands Cycling Charter Action Plan be noted;
2. That the Chair invite the Mayor to attend a future meeting of the Committee to report on the future of cycling and its role in improving health, quality of life, air quality and reducing noise pollution.

#### **10. Metro Operations Business Report**

Councillor Roger Horton presented a report on matters relating to the performance, operation and delivery of Metro services in the West Midlands. He reported that track testing on the Bilston Road, Wolverhampton replacement track had commenced during the previous week, that crew training was beginning this week and that the line would be open fully next weeks ahead of schedule.

Sophie Allison reported that the full service would resume on 10 December 2017 and that the works had been delivered ahead of schedule and on budget. She advised that 30% of drivers had now been trained which would increase to 50% by the end of that day. A ticket offer for a Group/Family Ticket for £5 rather than £10 would be available to encourage customers back to the Metro. Patronage had increased since the commencement of the Birmingham Christmas Market. Enhanced services were planned for Boxing Day and New Years Day. She reported that the Metro had received 'Most Improved System' at the recent Very Light Rail Awards in October. She commented that punctuality had improved since the Bilston Road section of track had been closed and that discussions were on-going with the City of Wolverhampton Council with regard to the timing of traffic signals following the re-opening of the on road section.

Councillor Judith Rowley congratulated those involved with the track replacement scheme in delivering the project ahead of schedule and on budget. She raised issues relating to:

- a) If the on street sections of track required replacing would the other sections require replacement at some point;
- b) An anomaly between the information displayed on the Real Time App and the actual situation on the service which had required a bus replacement service which customers would not have been aware of until arriving at the Tram Stop; and
- c) How customers were being made aware of the service not being available when testing and training was taking place.

Sophie Allison explained that: i) the off street track would be replaced as necessary as part of the replacement cycle; ii) undertook to investigate the anomalies between the Real Time App and the Website; and iii) that notices were displayed at Tram Stops outlining the position, staff were on site to give advice, announcements were made over the public address system and leaflet drops had been carried out in the local area.

Resolved:

That the report be received and noted.

#### **11. Presentation : Stations Alliance**

The Committee received a PowerPoint presentation from Malcolm Holmes

on the Stations Alliance.

Councillor Timothy Huxtable referred to a presentation from West Midlands Trains that morning and commented that there were no plans for trains to stop at Kings Norton or the middle platform at Northfield as part of the re-opening of the Camp Hill line. He suggested that this was not in line with the Stations Alliance principles. Malcolm Holmes reported that West Midlands Trains had engaged positively on the Stations Alliance and had promoted the provision of new stations. He explained that the Camp Hill line was busy and that both Kings Norton and Northfield were both served by other services. Councillor Timothy Huxtable commented that there was sufficient capacity. Malcolm Holmes advised that these issues could be addressed as part of the Master Planning process and that the middle platform at Northfield could be opened if necessary. He reported that these issues were in advance of the Midlands Rail Hub.

Councillor Roger Horton suggested that there should be a list of aspirations for service enhancements. He commented that West Midlands Trains had intimated that it was considering using the Shrewsbury line on Camp Hill to serve Worcestershire. He commented on the work carried out on various consultations and requested that details of any requests from customers at stations regarding service enhancements be reported to this Committee.

Councillor David Stanley commented that improvements and enhancements to the Park and Ride provision were required. Councillor Roger Horton commented that a report on this matter had been considered at a recent meeting. Councillor Timothy Huxtable commented that with longer trains the Park and Ride provision would need to be increased. He also queried whether Park and Ride provision would be made at the proposed new stations. Malcolm Holmes confirmed that this was an integral part of the new station proposals but identifying suitable land was an issue and it would not be possible at all stations.

Councillor Robert Alden commented on the need for Local Ward Councillors and local groups to be informed on the proposals emerging from the Stations Alliance.

Resolved:

1. That the presentation be received and noted;
2. That details of any requests from customers at stations regarding service enhancements be reported to this Committee;
3. That Local Ward Councillors and local groups to be informed on the proposals emerging from the Stations Alliance.

## **12. WMCA Update - Transport Reports For Information Only (to be advised on 1 December)**

The Committee considered the following transport related reports which would be considered at the meeting of the WMCA Board to be held on 8 December 2017;

- Midland Metro Wednesbury to Brierley Hill Extension – Submission of Transport and Works Act Order;
- Midland Metro - Wednesbury - Brierley Hill Extension - Change to

- Capital Profile (Investment Board – 30 October 2017);
- West Midlands Cycle Design Guidance;
- Governance for Establishing Advanced Quality Bus Partnerships; and
- Midland Metro Penalty Fare.

Councillor Roger Horton commented that he had had sight of letters to businesses and landowners along the proposed route of the Wednesbury to Brierley Hill Extension scheme. Laura Shoaf advised that these had been sent out by the Midland Metro Alliance as part of the pre-consultation exercise on the Transport and Works Act Order and had been circulated prematurely. She undertook to circulate details of the information contained within the letters. Councillor Charman Lal welcomed the financial support provided by the Government and enquired whether the 'Lessons Learnt' from the construction of Line 1 would be taken into account. Laura Shoaf confirmed that all previous experiences would be used.

Councillor David Stanley welcomed the progress on the Wednesbury to Brierley Hill Extension but asked whether West Midlands Trains was aware of the connectivity issues at Brierley Hill and Stourbridge. He expressed concern regarding maintaining the infrastructure for heavy rail and freight in these locations. Laura Shoaf advised that in the absence of considerable investment, Network Rail had no proposals in this area in the pre-2040 period.

Councillor Timothy Huxtable enquired whether it was possible for a map illustrating the opening of rail lines between Canal Street and Stourbridge that was to be opened. Also, a map of the complete network would be desirable. Laura Shoaf advised that this would be included in future policy documents but that care was required as to the level of detail contained on such maps in case it was misconstrued.

Councillor Roger Horton suggested that a map similar to the London Underground map would be helpful outlining the various modes and connectivity. Laura Shoaf advised that the production of such a map was underway but that it would not be practical to include all bus routes.

Resolved:  
That the reports be noted.

**13. Notices of Motion**

None submitted.

**14. Questions**

The Committee considered a question submitted by Councillor Richard Worrall.

The following question was submitted by Councillor Richard Worrall on 30 November 2017:

"The original Midland Metro trams are stored at Long Marston, Warwickshire, and are to be disposed of early next year.

It is important that one of these be preserved at a suitable museum or heritage location either within or very close to the West Midlands Metropolitan County area, in particular since we are soon to see a major expansion of the modern West Midlands tram network.

Would TfWM confirm that they are willing to pursue the acquisition of a T69 tram for the purpose of conservation, seek a suitable home in the region for its display, and report back to WMTDC at an early stage on progress made?"

Laura Shoaf advised that the auction would take place on 29 January 2018 and that, to date, no intimations of interest had been received from any local museums or heritage locations. Should any such interest be expressed a tram could be donated but the costs associated with storage and/or transportation of the tram to the museum or heritage location would need to be met by the recipient.

The Committee suggested a number of possible recipients including:

- UK Tram;
- Birmingham Museum and Art Gallery;
- Black Country Living Museum;
- Blackbourne Heritage Tramway;
- National Tram Museum;
- Severn Valley Railway.

**15. Forward Plan**

The Committee considered a report on Agenda items to be submitted to future meetings.

Resolved:

1. That the report be noted;
2. That the report from the Lead Member Reference Group on Rail be added to the Agenda for the February 2018 meeting.

**16. Date of Next Meeting - Monday, 8 January 2018, 1.00pm**

Monday 8 January 2018 at 1.00pm

The meeting ended at 2.40 pm.



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	8 <sup>th</sup> January 2018
<b>Report title</b>	Investment Programme
<b>Accountable Director</b>	Laura Shoaf, Managing Director Transport for West Midlands
<b>Accountable Employee</b>	Phil Hewitt, Metro Programme Director Email: philhewitt@centro.org.uk Tel: 0121 214 7254
<b>Report to be/has been considered by</b>	Councillor Roger Horton – Lead Member Rail and Metro

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

**The Transport Delivery Committee is recommended to note the report:**

### 1.0 Purpose

- 1.1 To report on matters relating to the Metro Investment Programme in the West Midlands.

Since the last update in September progress has continued to be made in most areas of the Metro Programme in line with expectations. This note provides a brief overview of the main activities of the Metro team and the actions being taken to manage the principal risk / issues and opportunities that have arisen.

## 2.0 Birmingham City Centre Extension.

- 2.1 The access between St Chad's tramstop and Queensway has now opened to the public. A review of the tramstop environment has highlighted the need for improved passenger information (wayfinding signage, local area and service information, real time display etc) and the Metro operations marketing team have produced a series of recommendations for enhancing the platform and ground level environments. These will be reviewed against available residual BCCE budgets.
- 2.1 National Express have installed additional pedestrian deterrent measures at the north end of the St Chads platform. A review is being carried out into accessibility of the bridge parapets from public areas and proposed measures to reduce this risk are being developed.
- 2.2 Following completion of the majority of outstanding works and agreement with Balfour Beatty over the timing of the remedial works to the St Chads switches a practical completion certificate has now been issued and Balfour Beatty's defect correction period (12 months) has commenced.
- 2.3 Handback of the highway to Birmingham City Council is being progressed however the failure by Amey to deal with documentation continues to impact on our ability to formally return the highway to BCC maintenance with the risk that TfWM will be left with highway liabilities. BCC are working with us to aim to resolve this issue and ensure that the highway is transferred as soon as possible.

## 3.0 Catenary Free Trams

- 3.1 Tram 18 successfully completed its factory testing in Zaragoza and was returned to Wednesbury in September. Site acceptance tests are progressing to schedule in accordance with the project Safety Verification Plan. Once Safety Verification has been completed an application will be made to the Secretary of State for Transport in January 2018 for authority to run the modified tram in passenger service in accordance with the provisions of the Midland Metro Act 1989.
- 3.2 A review is under way with CAF and National Express of the fleet modification programme to ensure that this will ensure all trams are modified ahead of the opening of the Centenary Square and Wolverhampton extensions (earliest date Q3 2019) whilst minimising the risk of disruption to passenger services. An extended programme may be implemented that will meet both objectives within the overall Catenary Free project budget.
- 3.3 The necessary modifications to Wednesbury depot to accommodate the revised tram configuration and to allow for safe discharge of the overhead line and batteries prior to works being undertaken on the vehicles have been substantially completed with snagging

and modifications to the interlocking of the electrical discharge / vehicle access systems awaiting implementation.

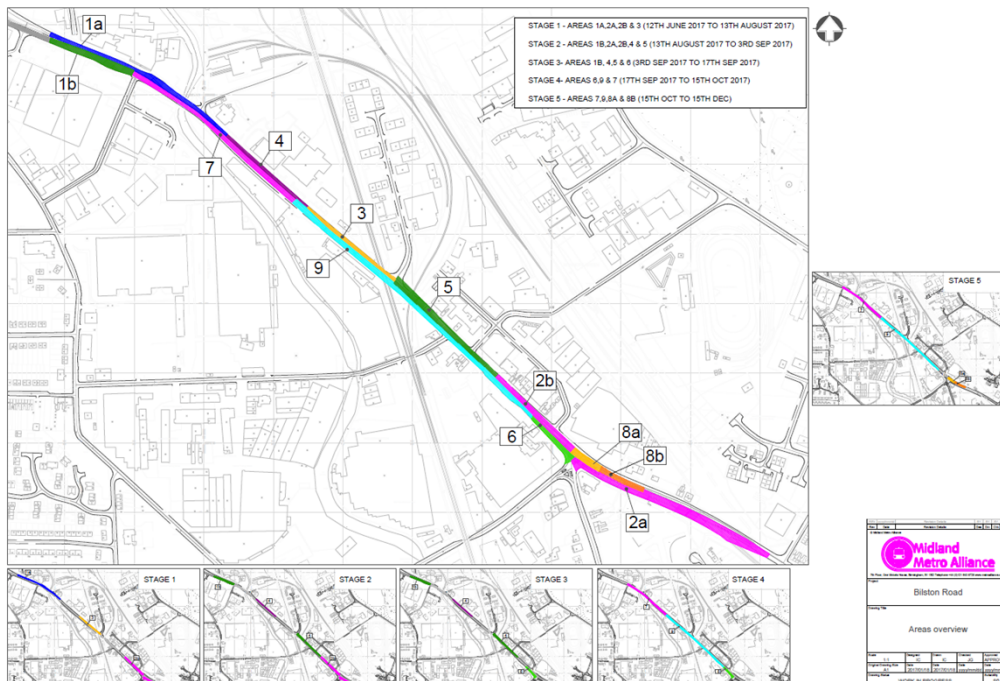


Tram unloading at Wednesbury following traction battery fitting 18 –



## 4.0 Bilston Road

Project Cost	Construction Start	Completion
£16m	12 June 2017	1st December 2017
<b>Powers:</b>	Midland Metro Act 1989	
<b>Funding</b>	Funded through HS2 Connectivity Debt	
	£650k contribution from City of Wolverhampton	
<b>Programme</b>		<b>Completed [2 Weeks Early]</b>
<b>Cost</b>		<b>On Budget</b>



- 4.1 Construction work progressed well and the MMA has now completed the works with the road fully reopening to traffic on December 2<sup>nd</sup>, 2 weeks ahead of programme. The Tramway service resumed on Friday December 8<sup>th</sup>.
- 4.2 During MMA's quality checks issues were identified with the electrical insulation performance of the new trackform as a result of which the risk of stray currents arising from the operation of Metro would have been heightened. A detailed review was undertaken by TfWM and the MMA's design and construction teams to redesign the trackform and the revised design appears to have improved the situation with further testing due once tram services have resumed. The additional time taken to resolve the problem has been accommodated in the programme with some extended hours / weekend working. The additional cost of the revised design has been accommodated within the project risk / contingency funding.



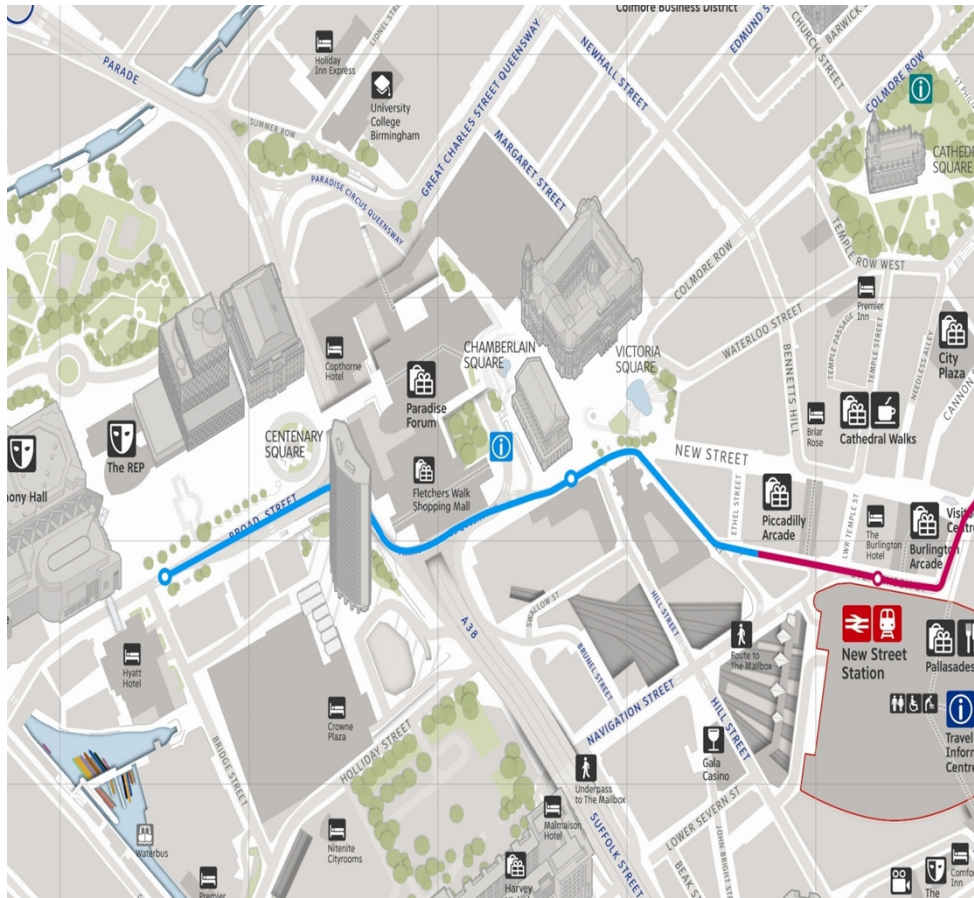




## 5.0 Westside Extension – Phase 2 – Centenary Square

<b>West Side Programme Cost</b>		
£149.2m		
Phase 1 Cost	<b>Construction Start</b>	<b>Passenger Services</b>
£65.8m	12 June 2017	Q3 2019
<b>Powers:</b>	Midland Metro (Birmingham City Centre Extension Etc) Order 2005	
	Midland Metro (Birmingham City Centre Extension Etc)(Land Acquisition and Variation) Order 2016	
<b>Funding</b>	GBSLGF	£7.55m
	Enterprise Zone	£15.95m*
	Third Party	£3.6m
	HS2 Connectivity	£38.7m <sup>1</sup>
<b>Schedule</b>		<b>At Risk (June 2020)</b>
<b>Cost</b>		<b>At Risk</b>

<sup>1</sup> Additional funding sought from the EZ Board to cover the delay / scope change and Paradise Funding costs which will reduce the level of cost attributable to the HS2 Connectivity Fund



- 5.1 This is the second stage of the Westside (Edgbaston) extension that was originally authorised in 2005. The extension runs for some 650m between Grand Central and a temporary terminus on Broad Street in Centenary Square. The short extension will have an additional stop at Victoria Square and will be operated entirely Catenary Free – a first for the UK.
- 5.2 Works commenced on schedule in Area 3 (Centenary Square) and Area 1 (Pinfold Street) and are progressing to programme. Works in Area 2 are dependent upon the handover of the worksite from the Paradise development following completion of demolition works at Fletchers Walk as part of the Paradise development. The Argent works are reported to be running some 7 months behind programme due to the identification of greater levels of Asbestos than expected. The Alliance is reviewing opportunities to reschedule / redesign works to recover this delay and is currently firming up proposals with TfWM and Birmingham City Council. MMA have reported that they expect to complete Areas 1 and 3 in 2018 and, subject to agreement of rescheduling proposals to be able to compete area 2 in Q3 of 2019.
- 5.3 Works have progressed in Area 1 with the backfilling of cellars in Pinfold St and preparatory works in Victoria Square. MMA will demobilise in Area 1 in mid-November to make way for the Birmingham Christmas Market, with works resuming in January 2018. MMA are seeking opportunities to redeploy the workforce elsewhere in order to minimise non-productive costs.
- 5.4 Progress in Area 3 is dependent upon the completion of works by the Centenary Square contractor, Bouygues, working on behalf of BCC. MMA have advised that Bouygues appear to be in delay and

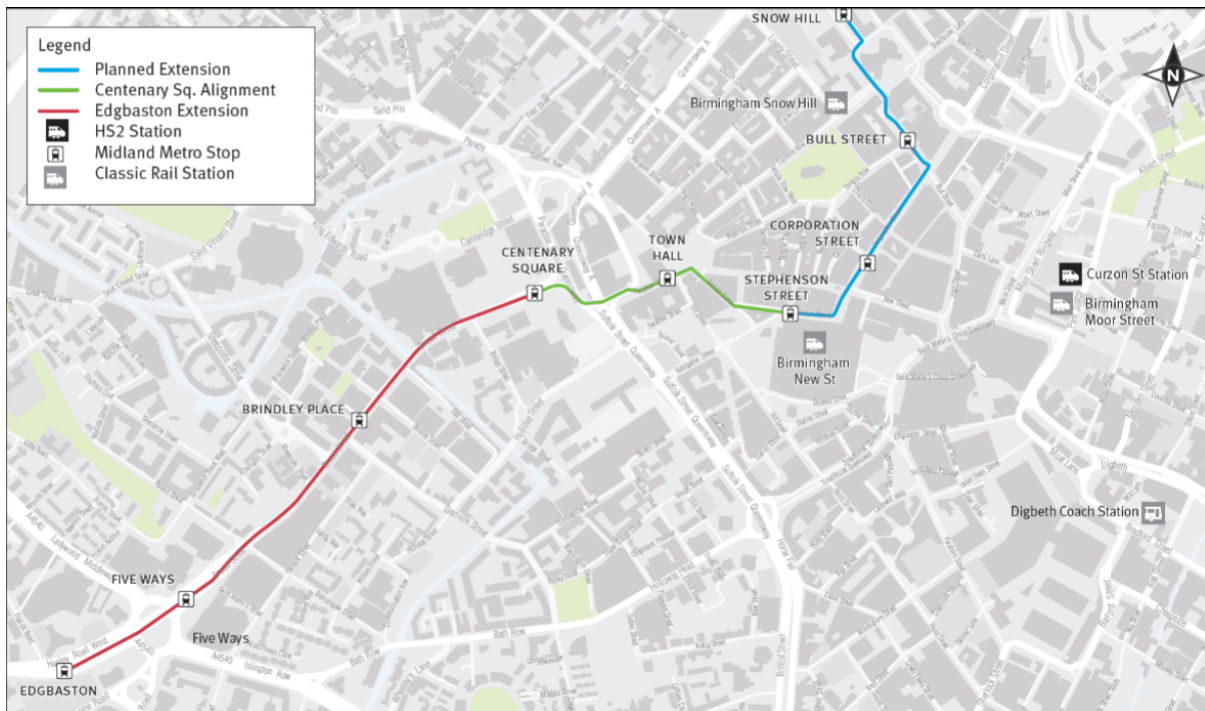
MMA have raised the issue directly with Bouygues (as a sub-Alliance member) to review opportunities for ensuring these delays do not impact upon the Metro works.

- 5.5 Costs are under pressure both as a result of the need to redesign / rephrase works to accommodate the above third party delays as well as additional planning requirements (planning gain) from BCC. Additional funding (£5.5m) is being sought from the Enterprise Zone to cover the additional BCC requirements and Paradise Circus funding commitments. The Alliance has undertaken a Value Engineering exercise to identify opportunities to reduce project costs prior to the submission of the Target Cost 2 Project Proposal (Final Approval) to TfWM during early December.
- 5.6 First phase tie in works are expected to take place on Pinfold Street in 2018. These will require the closure of the Line One head shunt which will mean all trams will be required to terminate and reverse in the platform at Grand Central tramstop. The Metro Change Board has asked the Alliance to submit its proposals (with a focus on operational safety and performance, pedestrian and vehicle management, communications) for consideration at the Change Board meeting.
- 5.7 The Alliance has advised that, notwithstanding the cost pressures arising from the delays / scope changes the Westside extension programme remains deliverable within the funding envelope of £149.2m.

## 6.0 Westside Extension – Phase 3 – Edgbaston Five Ways

<b>Programme Cost</b>		
£149.2m		
<b>Project Cost [TC1<sup>2</sup>]</b>	<b>Construction Start</b>	<b>Passenger Services</b>
£83.4m	July 2019	December 2021
<b>Powers:</b>	Midland Metro (Birmingham City Centre Extension Etc) Order 2005	
	<i>Midland Metro (Birmingham City Centre Extension, etc.) (Edgbaston Extension Land Acquisition) Order – Application Made – decision Q1 2019</i>	
<b>Funding</b>	Enterprise Zone	£1.3m
	Third Party	£2m
	HS2 Connectivity	£20.3m
	DfT Grant	£59.8m
<b>Current Status</b>	Design – ongoing – completes July 2019 Utilities Phase 2 – December 2017 to July 2019 Complimentary Highway Works – July 2018 to July 2019	
<b>Programme</b>		<b>On Programme</b>
<b>Cost</b>		<b>On Budget</b>

<sup>2</sup> This cost reflects further review and value engineering by the MMA which has reduced the forecast out-turn cost of phase 3 relative to the TC1 figure



- 6.1 The final Phase of the Edgbaston extension, due to open in December 2021, is some 1.3 km long operating entirely on highway with stops at Brindley Place, Five Ways and Edgbaston (Hagley Road). The sections between Centenary Square and Brindley Place and between Five Ways and Hagley Road will be operated catenary free.
- 6.2 An application for powers to acquire the land to construct and operate the extension was approved by the WMCA Board at its meeting on 17 March 2017. Negotiations with landowners have continued to progress well and the Transport and Works Order processing unit has confirmed that the written representations process will be adopted rather than a formal Public Inquiry into the application. The Alliance continue to anticipate that all objections will be withdrawn following positive discussions with all parties.
- 6.3 The Alliance has submitted an initial Project Proposal and target cost (TC1) for the Edgbaston Extension works and this was approved by the WMCA Board at its meeting on 17 March with authority to approve the final Target Cost 2 delegated to the Metro Director and Corporate Services Director subject to a satisfactory report from the Alliance Auditor. The final Project Proposal and Target Cost (TC2) is due to be submitted for the approval of the Owner's team in November 2018 following confirmation of the Transport and Works Order by the Secretary of State.
- 6.4 Funding for the project is now committed by all parties following the formal announcement by DfT of their contribution. Funding is currently authorised up to £15.5m for the Alliance to progress the scheme [Centenary Square and Edgbaston] and a further request to drawdown funding is expected from the Alliance to cover costs through to the approval of the Target Cost 2 Project Proposal and to accommodate an early start on the complimentary highway works that will facilitate the Metro and Sprint projects.

6.5 Investigations by the Alliance have identified a potential weakness in the canal bridge on Broad Street that may require action to be taken to restrict the movement of HGV's over the bridge. The issue has been raised with the bridge owner (Canals and Rivers Trust) and the Local Highway Authority. The Alliance has been asked to develop options for addressing the structural weakness within the tramway design whilst minimising the cost / programme impacts on the project. A report into the condition of the bridge and options for addressing the structural weakness has been prepared and is under discussion with TfWM, BCC and CRT.

## 6.6 TRAMS

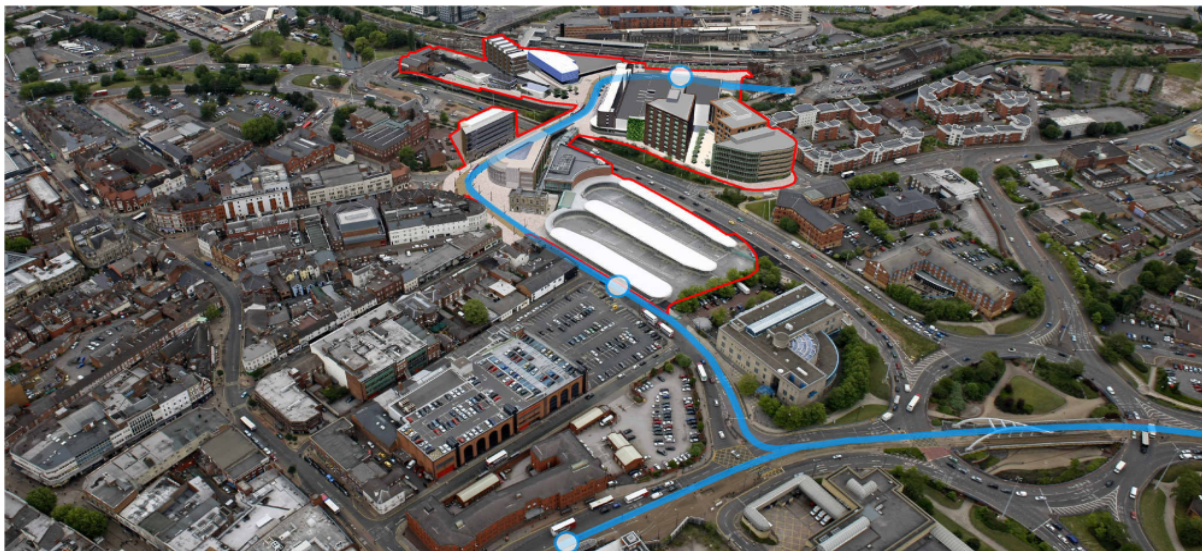
6.6.1 A review of tram performance characteristics and timetable development work has identified that additional trams will be required to ensure that the existing Line One service levels can reliably be maintained when the Edgbaston extension opens in full. It is anticipated that this will require the additional trams to be delivered in summer 2021.



## 7.0 Wolverhampton City Centre Extension

The extension is a core part of the Wolverhampton Interchange Programme – funding is for the overall WIP

Project Cost	Construction Start	Passenger Services
Programme £81.8m	October 2017	Dec 2019
Including Metro £33m		
<b>Powers:</b>	Wolverhampton City Centre Extension Order 2016	
<b>Funding</b>	ITB	£3.0m
	LGF	£13.5m
	WMCA (DfT-MSCP)	£21.9m
	WMCA (HS2)	£12.4m
	CWC	£16.0m
	WMCA (IP)	£15.0m
Current Status	Phase 1 construction – ongoing due to complete December 2017 Project will be suspended pending completion of the Station Construction works	
<b>Programme</b>		<b>Delayed (Q2 2020)</b>
<b>Cost</b>		<b>On Budget</b>



- 7.1 This is a short (850m) on street extension that will provide new stops at Wolverhampton Station and at Pipers Row where it will serve Wolverhampton Bus Station. The extension will connect with Metro Line One at Bilston Street between the Wolverhampton St Georges and The Royal tramstops. Between Piper’s Row and Wolverhampton Station the route will operate catenary free.
- 7.2 The scheme was developed by Centro / Aecom prior to handover to the Alliance. Additional costs have been identified by both the Alliance and the Wolverhampton station development teams as a result of clarification of scope following design review, definition of network rail interfaces and improved estimating by the Alliance.
- 7.3 A revised funding package has been agreed with CWC that will see CWC and WMCA make £15m available each to cover the additional station, interface and metro costs and to provide a sufficient risk / contingency fund. Expenditure of this £30m package will be drawn down on a 50:50 basis in order that CWC and WMCA will contribute on an equal basis and share any savings against the final out turn cost.
- 7.4 Utilities works have progressed to plan and all civils works are now completed with the exception of gas on Pipers Row (pending removal of Bilston Street traffic management) and waste water works which have been built into the Alliance main works. Some additional utilities (not disclosed by the utility companies) have been identified and these will be addressed in the course of the Phase 2 works.



- 7.5 commenced installation in before strategy has more that will be thereby the local
  - 7.6 expected to be 9 months works in the until the station project will team station interface approximately 6 station works
- The Phase 1 switch and crossing works in August in Bilston Street ahead of October and completion of the works Christmas. A revised construction been agreed with CWC that will see a intensive second phase of construction compressed into a 12 month period reducing cost and overall impact on community.
- The station works contract is not awarded until December 2017 – some behind programme. As the Metro station forecourt cannot commence works are completed MMA have completion of Phase 1 the WCCE demobilise with only a limited design remaining active to deal with any issues. MMA will remobilise months prior to the completion of the which will allow the 12 month construction phase to run uninterrupted from Pipers Row

to the station. This delay will increase the cost of the Metro extension by approximately £800k – this cost is included in the current overall WIP programme forecast.

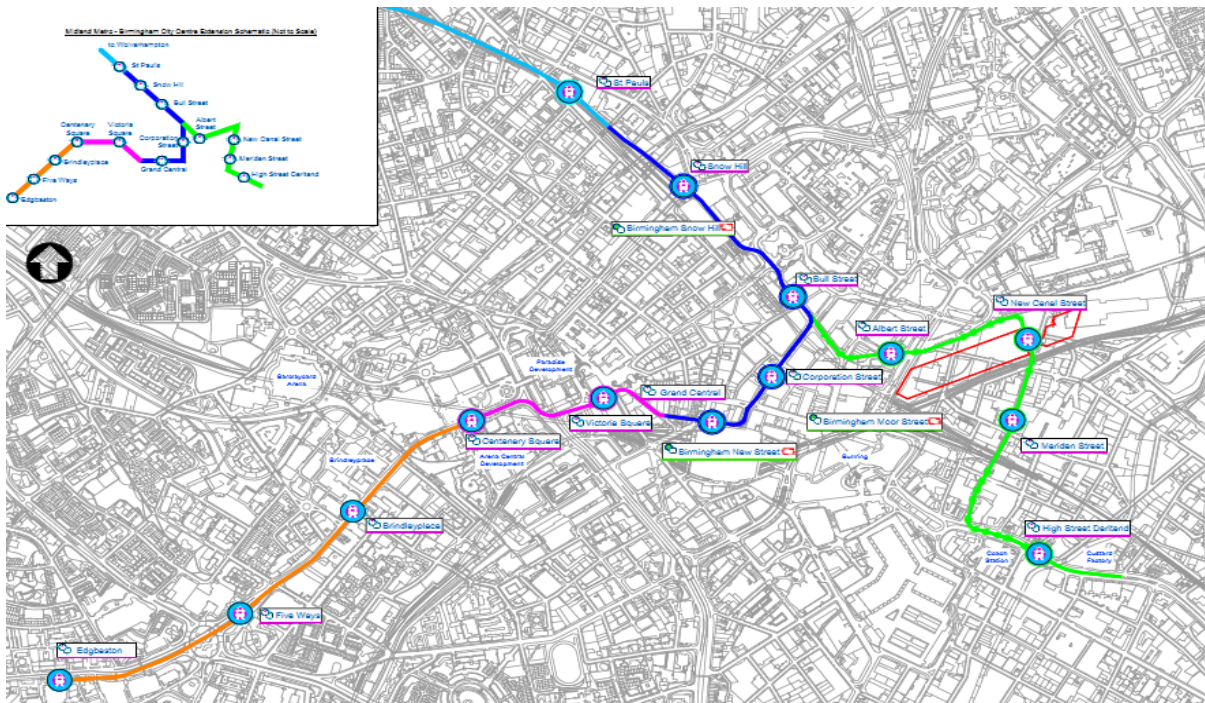


- 7.7 MMA have been requested to revisit the programme with CWC to identify opportunities for Improving the integration of the WCCE and station works with a view to allowing for earlier completion of the whole project and offsetting the delay costs imported by the current linear approach to programme delivery. Discussions between MMA and CWC have commenced and a way forward was agreed in principle in November and will be further developed in December.
- 7.8 The Business Case for the Metro Extension has been revisited and despite the increase in costs remains positive at 2.67:1 under Webtag assessment criteria. The WIP programme has been considered by WMCA's Governance process concluding with the WMCA Board on 8<sup>th</sup> December at which final approval of the scheme was granted.



## 8.0 Birmingham Eastside Extension

Project Cost	Construction Start	Passenger Services
Programme £137m <sup>3</sup>	Q3 2020	Q4 2022
HS2 Interface £18.5m		
<b>Powers:</b>	Midland Metro (Birmingham Eastside Extension) Order – Decision expected Q4 2018	
<b>Funding</b>	DfT / DCLG	£131.7m
	LGF	£5.5m
	WMCA	£18.5m [Underwriting to HS2]
<b>Current Status</b>	Public Inquiry – 22/3 November 2017 – completed TWAO Decision – Q3/4 2018/9 Preliminary Design – complete September 2018 Preparation of Project Proposal (TC1) – Q3 2018	
<b>Programme</b>		<b>On Programme</b>
<b>Cost</b>		<b>On Budget</b>



<sup>3</sup> With Optimism Bias included there is a potential additional funding requirement of £21.6m that would require WMCA funding

- 8.1 This is a short 1.7km street running tram route that departs from Line One at Bull Street and runs to Digbeth where a temporary terminus will be provided pending the construction of the East Birmingham / Solihull (Airport) line. Four new stops will be provided at Albert Street, New Canal Street (HS2) Meriden Street and High Street Deritend (Coach Station) with the section between Albert Street and High Street being Catenary Free.
- 8.2 In September 2017 following confirmation of funding (subject to powers and business case) the WMCA approved the submission of a Transport and Works Act Order for the powers to construct operate and maintain the tramway. 13 Objections were received to the Order and the Alliance has made good progress in negotiations with the objectors that saw all of these withdrawn prior to the inquiry.
- 8.3 The Public Inquiry took place on 22/23 November, with the Inspector reviewing the MMA's evidence and asking detailed questions in clarification. . Given the overwhelming case for the project and lack of objections at Inquiry the Inspector indicated that his report would be submitted via Planning Inspectorate to the DfT TWA Orders Unit prior to Christmas. Details of the Inquiry, including all documents submitted can be found at <https://www.twainquiry.co.uk>.
- 8.4 The Alliance is working closely with Birmingham to ensure that the Metro works are taken into account by and are complimentary to the ongoing review of Digbeth. Further work to investigate the integration of the metro, bus and coach facilities will take place with the commencement of the outline design in Q1 2018.
- 8.5 The interface with HS2 is a significant risk to this project as the tramway is due to open in advance of HS2 completing their construction and fit out works at Curzon Street station. Discussions are continuing with HS2 around the design of the interface, incorporation of Metro into the station development and operation of Metro beneath the HS2 station worksite. BCC and WMCA Investment Board have now approved the necessary underwriting of additional costs to HS2 of accommodating the Public Realm and Metro works and formalising the development agreement is now dependent upon HS2 responding to the latest draft documents.
- 8.6 The Business Case remains under review and is currently forecast by the Alliance to have a Benefit Cost ratio approaching 5:1. The priority for 2018 will be to work up and submit a Final Business Case for submission to DfT as soon as possible after the Order comes into force.
- 8.7 A joint engagement event is being planned with HS2 and BCC in January / February 2018 to promote the wider benefits of the major transport investment for the area.
- 8.8 Trams**
- 8.8.1 The funding package includes provision for procurement and supply of an additional 7 trams that have been identified as necessary to allow services to be operated.
- Wolverhampton to Edgbaston
  - Edgbaston to High St Deritend
  - High St Deritend to Wolverhampton
- 8.8.2 These additional trams will be required to be delivered in Q1 2022 at the latest in order to allow time for testing, commissioning and driver training.

## 9.0 Wednesbury Brierley Hill Extension

Project Cost	Construction Start	Passenger Services
£343m <sup>4</sup>	Q1 2021	Phase 1: Q1 2023
		Phase 2: Q4 2023
<b>Powers:</b>	Midland Metro (Wednesbury to Brierley Hill Extension) Order 2005	
	<i>Midland Metro (Wednesbury to Brierley Hill Land Acquisition) Order – submission December 2017</i>	
<b>Funding</b>	BCLGF	£0.4m
	Transforming Cities Fund	£207m
	WMCA	£103m
	Unfunded	£33m
Current Status	Submission of TWAO December 2017 Design Development ongoing to Q4 2019	
<b>Programme</b>		<b>Ahead of Programme (Phase 1 Q4 2022)</b>
<b>Cost</b>		<b>On Budget</b>

- 9.1 This extension, originally approved in 2005, is 11 km long with 7km along the former South Staffordshire Railway with the remainder running on street in Dudley, Merry Hill and Brierley Hill. The scheme will provide up to 17 stops and will integrate with the new Dudley Bus Station and proposed Canal Street station.
- 9.2 In accordance with current WMCA policies, the scheme is required to consider that Network Rail and the freight operating companies may require to run diesel hauled freight trains over the railway corridor in future (expected at the earliest after 2040). The current proposals are based on the optimisation of the scheme along the sections of the abandoned rail corridor on the basis of twin track Metro only, with passive provision for future conversion to tram and train (freight) shared running. The details of this track sharing arrangement and the exact nature of the passive provisions to be incorporated into the design continue to be progressed, albeit slowly with Network Rail.

### 9.3 South Staffordshire Line – Transfer of Ownership

- 9.3.1 Informal discussions have been held with Network Rail, the Office of Rail and Road and Government over the possibility of transferring the redundant sections of the railway that are required for the Metro extension to WMCA ownership. This would allow the Alliance to progress the works without the need to comply with Network Rail's extensive asset protection and design approvals requirements for the Metro works although WMCA would have to accept an obligation to address any asset protection obligations for assets not required for the tramway (e.g. Dudley Tunnel) and to permit rail services to use the line in the future (subject to a credible business case emerging and

<sup>4</sup> The forecast out turn cost including Optimism Bias is £403m – if realised WMCA would need to find an additional £60m

funding). The adoption of this approach is expected to significantly reduce both cost and programme risk associated with Network Rail approvals and it is recommended that a formal Heads of Terms agreement be reached with Network Rail as soon as possible. Draft Heads of Terms were submitted to Network Rail in August followed by a meeting to review these at the end of September. Further meetings have now taken place with Network Rail as a result of which a clearer strategy for taking forward the development of the Metro works and interface with Network Rail has emerged which will be progressed in Q4 of 2017/8.

- 9.3.2 An Outline Business Case has been submitted to Government with the overall scheme benefits having been assessed using DCLG Guidance, showing a good case for the scheme. Funding of £250 million from the new Transforming Cities Fund was allocated to WMCA by Government on 20 November, including the Government funding requested in the Outline Business Case.



9.3.3 The Alliance is currently progressing the project in line with the implementation plan and budget for 2017/8 which was approved by the Investment Board at its meeting in May 2017.

9.3.4 The Alliance has prepared a supplementary Transport and Works Order application for WMCA to submit in December 2017 to acquire the powers to acquire the land necessary for the construction and operation of the extension.

- 9.3.5 The Transport and Works Order application and funding commitment has been considered through WMCA's Governance and confirmed at the WMCA Board at its meeting on 8<sup>th</sup> December, with submission planned for 12<sup>th</sup> December.

#### **9.4 Acceleration**

- 9.4.1 The Alliance has advised a number of accelerative measures that would allow the first phase of the extension to open in Q4 2022 and approval to draw down additional funding of £1.6m in 2017/8 to implement these measures was granted by the Investment Board at its October meeting. MMA have been requested to consider what further acceleration can be achieved with a view to opening phase 1 (Wednesbury to Dudley) prior to the Commonwealth Games in 2022. A further proposal for the acceleration of the project will be submitted by MMA in March 2018 together with an application to draw down funding through to the submission of the Target Cost 1 (TC1) project proposal.

#### **9.5 Trams**

- 9.5.1 The scheme funding includes provision of 22 additional trams that will be required to allow services to be operated from the extension to Wolverhampton, Edgbaston and High Street Deritend. With the proposed acceleration of the project the trams will be required no later than the end of Q2 2022

### 9.6 Very Light Rail Centre

9.6.1 The interface between the Very Light Rail Innovation Centre in Dudley and Metro works will require a new retaining wall to be constructed to carry the Metro from the former South Staffordshire Railway level up to street level. The additional cost of this retaining wall has been included within the joint submission to WMCA from Dudley and Coventry for the drawdown of HS2 Connectivity funds to progress the Very Light Rail concept design and innovation centre development that was approved by the Investment Board at its meeting in November 2017.



## 10.0 East Birmingham Solihull Extension

Project Cost	Construction Start	Passenger Services
£735 <sup>5</sup>	2023/4	2026
<b>Powers:</b>	Midland Metro (East Birmingham & Solihull Extension) Order to be sought December 2018	
<b>Funding</b>	Enterprise Zone	£183m
	DfT Devolution Deal	£492m [TBC]
	Unfunded	£60m
<b>Current Status</b>	Preliminary Design and Outline Business Case development progressing Submission of Transport and Works Act Order – September 2018	
<b>Programme</b>		<b>On Programme</b>
<b>Cost</b>		<b>On Budget</b>

- 10.1 This 16.5km extension will link growing residential areas and key community destinations such as St Andrews, Bordesley Green, Heartlands Hospital and Meadway with existing and new growth areas including Curzon HS2, Birmingham City Centre office and retail districts, Paradise Circus/Arena Central developments and Brindley Place/Five Ways/Edgbaston to the west, and the NEC/Airport UK Central and HS2 Interchange Station to the east. The extension of the Midland Metro from Digbeth to east Birmingham- Solihull will play a key role in delivering the full potential for growth and jobs of HS2 and provide transformational benefits to areas with a persistent and high incidence of multiple deprivation by giving people access to jobs and services, linked to the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) training and skills agenda.
- 10.2 The EBS project is much more than a transport project. By aligning initiatives promoted by a wide local partnership in Education, Health, Employment, Housing and Education it seeks to transform the East Birmingham and North Solihull areas, breaking the people of this area out of the past and present embedded high levels of incidence of multiple deprivation. The Metro scheme is the key backbone for this transformation, not only providing local jobs in design and construction through the Midland Metro Alliance, but by linking people to major current centres for employment and the future jobs and growth hubs in the Birmingham City Centre Enterprise Zone and UK Central, and by providing a stimulus to development along the corridor.
- 10.3 Initial work in 2015-16 on the project focussed on high-level engineering studies to develop the indicative route with which to test the viability of the project through development of an Initial Outline Business Case (IOBC). This work demonstrates a good value for money case exists for the

<sup>5</sup> Target Cost is £508m – the full sum to be funded is inclusive of Optimism Bias at 50%

project, with a Benefit: Cost Ratio of 1.6:1, rising to around 2:1 when wider benefits are added to this initial assessment. The IOC has been shared with Government and is currently being updated to respond to minor queries by DCLG officials for resubmission in June.

- 10.4 The scheme is at an early stage in its development and is expected to take a minimum of 9 years to deliver, subject to the necessary statutory processes. However this means that it could be delivered just prior to the opening of HS2 in 2026, although there is no room for delay if this is to be achieved. The next key milestone is to submit an application for Transport and Works Act Order (TWAO) powers to build, maintain and operate the extension. Following a review of the availability of modelling and the timing of key consultations the decision has been taken to defer the submission of the draft Order to December 2018 (was September). This delay can be accommodated within the programme without impacting upon the planned opening of the extension concurrently with or before the opening of HS2.
- 10.5 Briefings to ward councillors along the route commenced in November following agreement with the Cabinet members for Birmingham and Solihull. A project briefing, to be chaired by the Mayor, for local MP's is being arranged for early 2018.
- 10.6 In July 2017 the Investment Board approved funding of £9.5m to progress the project through the Transport and Works Act process.
- 10.7 The Investment Board also approved £700k to fund the Metro 2030 workstreams aimed at optimising the delivery of the Metro programme to ensure that the investment in the network
- Ensures changes are introduced in an efficient and economic manner
  - Ensures whole life costs are taken into account and investment in new assets is aligned with renewal and maintenance activities
  - Ensures standard solutions are developed and delivered over the whole project lifecycle



## 11.0 3<sup>rd</sup> Generation Trams (3GT) – TfWM Metro Team

Project Cost	ITN	First Tram In Service
c. £150m	Q1 2019	Q2 2021
Powers:	N/A	
Funding	£1.5m Procurement funding included in Eastside Budget	
Current Status	Market Testing (suppliers) Q4 2017 Routes to Market Study Q1 2018 PIN Q3 2018 ITN Q4 2018 Contract Award Q3 2019	

- 11.1 This project will be progressed by TfWM’s Metro team outside of but with support from the Alliance and the Operator.
- 11.2 In order to operate the extended network TfWM will need to order a fleet of approximately 50 additional trams capable of running catenary free.
- 11.3 The expectation is that the trams will be required to be delivered and commissioned in batches approximately 6 months prior to the opening of the following extensions;
- Edgbaston / Eastside: 7-9 Trams [ Q3 2021]
  - Wednesbury Brierley Hill: 22 Trams [Q2 2022 or earlier if further accelerated]
  - East Birmingham Solihull: 20 Trams [2026]
- 11.4 Funding for these vehicles is included in the Eastside, Wednesbury Brierley Hill and East Birmingham project funding envelopes.
- 11.5 To operate the trams additional depot facilities will be required together with upgraded / new control and communications systems. These systems will need to be procured, delivered and commissioned in parallel with the 3GT procurement and new systems will need to be retrofitted to the Urbos 3 trams.
- 11.6 The First stage of the project is to evaluate the most appropriate offer to put to the market and to assess market appetite. Options for market consideration are likely to include

Trams	Systems	Depot
Supply		
Supply	Supply	Specify
Supply & Maintain	Supply	Specify
Supply & Maintain	Supply & Maintain	Specify & Manage

- 11.7 A market sounding exercise will commence in December and run into Q1 of 2018 with a particular focus on alternative technologies (e.g. Fuel Cell) to facilitate Catenary Free operation.

11.8 Approval will be required in Q1 2018 to commit approximately £1m to the procurement of the 3GT project.



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	8 January 2018
<b>Report title</b>	Financial Monitoring Report
<b>Accountable Director</b>	Sean Pearce Director of Finance Tel 0121 214 7936 Email - Sean.Pearce@wmca.org.uk
<b>Accountable employee(s)</b>	Linda Horne, Head of Finance & Business Planning Tel 0121 214 7508 Email Linda.Horne@wmca.org.uk
<b>Report to be/has been considered by</b>	Cllr Worrall (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 £3.8m compared to budget and a full year forecast favourable variance of £5.7m following the second re-forecast of the year.
2. Note that total capital expenditure to the end of November 2017 within the overall transport programme was broadly in line with budget, showing a 4% variance (£1.4m)
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 30 November 2017 and is the fourth monitoring 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 November 2017 there is a net favourable variance against budget of £3.8m. Following the second re-forecast of the year there is a favourable full year position of £5.7m against budget. This is a favourable movement of £3.8m from the first forecast undertaken in July and reflects in the main Combined Authority approved change to the Capital finance policy in November.

### 2.2 Year to Date and Full Year Variances:

The following are a summary of the main movements within the categories of spend set out in the table following paragraph 2.3.

#### **Concessions:**

The favourable variances of £570,000 year to date and forecast £1.011m full year are as previously reported mainly as a result of savings on the national bus concession scheme owing to lower patronage, and the release of a provision within the Child and Rail Concessions budget for fare and patronage increases that are no longer required.

#### **Bus Services:**

The adverse year to date variance of £160,000 and anticipated full year adverse position of £276,000 are due to a number of infrastructure cost pressures as a result of increased maintenance requirements seen in-year and projected for the remainder of the year in relation to Bus Stations and on-street infrastructure.

#### **Rail and Metro services:**

The adverse year to date variances of £342,000 and projected adverse full year position of £670,000 are largely due to the previously reported provision set aside within Metro Operations for Midland Metro Limited mobilisation. The Bromsgrove Rail Station favourable movement is due to greater grant income from the Department for Transport in relation to the long term fixed charge that partly funds the investment in the new station.

### **Integration:**

The favourable year to date and full year variances of £44,000 and £115,000 respectively mainly relate to one-off additional ticketing commission income.

### **Business Support Costs:**

The favourable year to date and full year variances of £280,000 and £297,000 respectively are as previously reported primarily as a result of savings within staff costs due to restructures that were implemented at the start of the year and some vacant posts as well as higher than budgeted investment income due to more favourable cash balances.

### **Finance Costs:**

The year to date and the full year forecast favourable variances are largely as a result of interest savings on long term borrowing costs as a result of a delay in planned borrowing due to current market conditions, along with a £4.8m saving in the Capital Finance MRP charges as a result of the West Midlands Combined Authority Board approval to the change in policy in November 2017. This saves £4.8m per annum over a 7 year period.

## **2.3 Additional Cost Pressures**

There have been and will be some further cost pressures relating to various TFWM activities and initiatives for the remainder of this year that will likely reduce the current forecast surplus year end position and which will be reported in the next financial monitoring update to this committee.

Recurring costs and savings have been reflected in the medium term financial plan and Transport budget and levy projections are subject to a separate update to this committee.

	November 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	81,028	81,028		121,542	121,542	
<b>Total Income</b>	<b>81,028</b>	<b>81,028</b>		<b>121,542</b>	<b>121,542</b>	
<b>EXPENDITURE</b>						
<b>Concessions</b>						
National Bus Concession	34,968	35,281	313	51,829	52,519	690
Metro / Rail	2,887	2,939	52	4,365	4,409	44
Child Concession	6,351	6,543	192	9,314	9,609	295
Passes and Permits	(49)	(36)	14	15	(3)	(18)
	44,157	44,727	570	65,523	66,534	1,011
<b>Bus Services</b>						
Bus Stations / Infrastructure	3,104	2,920	(184)	4,507	4,213	(295)
Subsidised Network	5,104	5,134	30	7,772	7,772	()
Tendering / Monitoring	573	564	(9)	799	816	17
Accessible Transport	4,910	4,913	3	7,367	7,369	2
	13,691	13,531	(160)	20,446	20,171	(276)
<b>Rail and Metro Services</b>						
Metro	1,444	918	(526)	2,272	1,408	(864)
Rail Operations	173	127	(46)	231	191	(40)
Car Park and Ride	859	912	53	1,404	1,426	22
West Midlands Rail	223	276	54	301	316	15
Bromsgrove Rail Station	94	218	124	129	326	197
	2,793	2,451	(342)	4,338	3,668	(670)
<b>Integration</b>						
Safety and Security	608	616	8	864	924	60
Passenger Information	3,728	3,758	29	5,445	5,531	86
Sustainable Travel	29	35	6	54	60	6
	4,366	4,409	44	6,363	6,514	152
<b>Business Support Costs</b>	2,406	2,686	280	3,792	4,052	260
<b>Policy and Strategy and Elected Member Services</b>	1,274	1,286	12	2,015	2,075	60
<b>Finance Charges</b>						
Finance Costs	7,196	10,510	3,314	10,578	15,673	5,095
Deregulation Pension Costs	872	904	32	1,305	1,356	51
Transport Development	1,000	1,000		1,500	1,500	
	9,068	12,414	3,346	13,383	18,529	5,146
<b>Total Expenditure</b>	<b>77,755</b>	<b>81,505</b>	<b>3,749</b>	<b>115,859</b>	<b>121,542</b>	<b>5,683</b>
<b>Net</b>	<b>3,273</b>	<b>(477)</b>	<b>3,749</b>	<b>5,683</b>	<b>()</b>	<b>5,683</b>

## SECTION B

### 3.0 Summary Position TFWM Capital Budget

3.1 Overall TfWM Capital Programme expenditure marginally exceeds the budget to the end of November 2017 by 4% with the forecast for the year suggesting spend of £5.020m greater than the annual budget, mostly due to advancement of Investment Programme schemes.

	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
TfWM Delivered Investment Programme Schemes	33,257	32,192	(1,065) 3%	57,921	52,512	(5,409) 10%
TfWM Other Major Schemes	784	969	185 19%	2,161	2,800	639 23%
TFWM Minor Works Programme	2,824	2,852	78 3%	5,310	5,060	(250) 5%
TFWM Administered Programme	1,713	2,261	(548) 24%	6,533	6,533	0 0%
<b>TOTAL</b>	<b>38,578</b>	<b>38,274</b>	<b>(1,350) 4%</b>	<b>71,925</b>	<b>66,905</b>	<b>(5,020) 8%</b>

3.2 The TfWM Delivered Investment Programme portfolio 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 November totalled £33.2m which is marginally (3%) greater than the year to date budget. The variance mostly consists of acceleration of utility works valued at £3.1m against the Edgbaston Metro Extension scheme offset by deferred activity against Wolverhampton City Centre Metro Extension and Centenary Square Metro Extension schemes.

3.4 The forecast out-turn against the Investment Programme schemes shows spend in advance of budget totalling £5.409m with £5.103m of this amount being attributable to the Edgbaston Metro Extension utility works detailed above. In addition, there is expected to be accelerated spend against the East Birmingham to Solihull (£2.8m) and Wednesbury Brierley Hill (£1.8m) Metro Extensions, off-set by deferred activity against the Wolverhampton City Centre Metro Extension (£2.6m).

3.5 Spend against the TfWM Other Major Scheme programme totals £0.784m which is behind the budget of £0.969m to the end of November by £0.185m. The forecast out-turn against the Programme is £0.639m lower than budget owing to a re-profiling of the delivery of the Longbridge Connectivity Package.

3.6 Spend against the TfWM Minor Works Programme is also broadly as per the budget of £2.852m to the end of November and the forecast for the year suggests a relatively minor variance of 5% (£0.250m) over budget.

3.7 The TfWM Administered Programme consists mostly of the phase one National Productivity Investment Fund (NPIF) DfT funded programme which is delivering improvements to the regional highway network via grants made to Local Authorities via WMCA. The financial position on this programme shows a £0.548m underspend to the end of November which is expected to be fully recovered by March 2018.

## TfWM Delivered Investment Programme Schemes

TfWM Delivered Investment Programme Schemes	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
<u>HS2 Connectivity Programme:</u>						
Bilston Road Track Replacement Phase 2	11,088	11,205	117	14,583	15,699	1,116
Rail Investment	74	88	14	168	168	0
Rail Project Development	241	211	(30)	350	350	0
Sprint Network	397	1,053	656	1,873	2,894	1,021
Metro Centenary Square Extension	6,649	7,064	415	10,793	11,423	630
Metro Wolverhampton City Centre Extension	3,560	5,183	1,623	5,889	8,500	2,611
Metro Edgbaston Extension	6,341	3,182	(3,159)	12,746	7,643	(5,103)
<u>Other TfWM Investment Programme Schemes</u>						
Investment Programme Management (WMCA)	4	0	(4)	0	0	0
Metro Birmingham Eastside Extension	1,094	1,236	142	2,664	1,678	(986)
Metro East Birmingham to Solihull Extension	1,205	1,596	391	4,875	2,024	(2,851)
Metro Wednesbury to Brierley Hill Extension	2,604	1,374	(1,230)	3,980	2,133	(1,847)
<b>TOTAL</b>	<b>33,257</b>	<b>32,192</b>	<b>(1,065)</b>	<b>57,921</b>	<b>52,512</b>	<b>(5,409)</b>

3.8 Expenditure against TfWM delivered Investment Programme schemes totals £33.2m to the end of November which is £1.1m greater than the budget of £32.2m. The main contributors to the variance are as follows:

- Edgbaston Metro Extension (£3.159m) due to acceleration of utilities works versus the original schedule, following approval of scheme funding by DfT in September 2017.
- Wolverhampton Metro Extension (£1.623m) due to a deferral of activity on site following agreement of a revised construction strategy to align with the delivery of the overall Interchange Project programme.
- Wednesbury to Brierley Hill Metro Extension (£1.230m) due to acceleration of design works ahead of the original schedule.
- Centenary Square Metro Extension (£0.415m) following an extended phased start to the construction activity due to site permissions being obtained from the Local Authority.
- Sprint Network (£0.656m) due to a review of the delivery approach for the Hagley Road scheme.
- East Birmingham to Solihull Metro Extension (£0.391m), due to delays in undertaking survey works; expected to be recovered by March 2018.
- Metro Birmingham Eastside Metro Extension (£0.142m) and Bilston Road Track Replacement (£0.117m) due to minor variations in the delivery programme.



3.9 The 2017/18 forecast against the Investment Programme schemes suggests spend of the £57.9m against a budget for the year of £52.5m to give a variance of £5.4m. The main contributors to the variance are as follows:

- Edgbaston Metro Extension £5.103m due to continued acceleration of construction activity as detailed above.
- Wolverhampton Metro Extension £2.611m due to a deferral of activity on site following agreement of a revised construction strategy to align with the delivery of the overall Interchange Project programme.
- Wednesbury to Brierley Hill Metro Extension (£1.847m), East Birmingham to Solihull Metro Extension (£2.851m) and Birmingham Eastside Extension (£0.986m) all of which are due to accelerated design works ahead of the original schedules.
- Sprint Network (£1.021m) due to a review of the delivery approach for the Hagley Road scheme and an extended assessment of traffic impacts being undertaken prior to preliminary design being commissioned for other routes.
- Centenary Square Metro Extension (£0.630m) following an extended phased start to the construction activity due to site permissions being obtained from the Local Authority.
- Bilston Road Track Replacement (£1.116m) due to the anticipated completion of works in December 2017.

### Other Major Works

TfWM Other Major Schemes	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
Birmingham City Centre Metro Extension	570	683	113	977	800	(177)
Longbridge Connectivity Package	214	286	72	1,184	2,000	816
<b>TOTAL</b>	<b>784</b>	<b>969</b>	<b>185</b>	<b>2,161</b>	<b>2,800</b>	<b>639</b>

3.10 Spend against the Other Major Works Programme to the end of November is £0.784m which equates to a variance of £0.18m against the year to date budget, mostly due to payments associated with the final account against the City Centre Metro scheme.

3.11 The forecast for the year suggests overall spend will be £0.639m lower than budget which is mostly (£0.816m) attributable to the Longbridge Connectivity Package scheme, with the remainder of the variance relating to the agreement of final accounts on the Birmingham City Centre Metro Extension scheme.

## Minor Schemes Programme

TFWM Minor Works Programme	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
On Street Infrastructure	628	590	(38)	629	626	(3)
Bus Stations & Interchange	236	78	(158)	451	253	(198)
Other	145	63	(82)	145	94	(51)
Bus / Rail Park & Ride	293	307	14	752	768	16
<b>Total Asset Renewal / Replacement</b>	<b>1,302</b>	<b>1,038</b>	<b>(264)</b>	<b>1,977</b>	<b>1,741</b>	<b>(236)</b>
Infrastructure	89	121	32	150	150	0
Tram Improvements	(32)	21	53	0	62	62
Park and Ride	57	58	1	217	201	(16)
<b>Total Metro Minor Works</b>	<b>114</b>	<b>200</b>	<b>86</b>	<b>367</b>	<b>413</b>	<b>46</b>
Other	33	45	12	50	50	0
Rail Stations	82	36	(46)	81	56	(25)
Bus Stations & Interchange	153	179	26	260	259	(1)
Metro	64	0	(64)	142	0	(142)
Sustainable Travel	46	40	(6)	46	46	0
<b>Total Project Development</b>	<b>378</b>	<b>300</b>	<b>(78)</b>	<b>579</b>	<b>411</b>	<b>(168)</b>
Cycling & Walking	110	121	11	221	221	0
LSTF Programme	11	0	(11)	0	0	0
MST Programme	6	0	(6)	500	500	0
<b>Total Sustainable Travel</b>	<b>127</b>	<b>121</b>	<b>(6)</b>	<b>721</b>	<b>721</b>	<b>0</b>
ICT Programme	32	39	7	40	40	0
ICT Programme	2	10	8	80	80	0
Other Corporate Systems	5	57	52	35	108	73
<b>Total Systems</b>	<b>39</b>	<b>106</b>	<b>67</b>	<b>155</b>	<b>228</b>	<b>73</b>
Swift	36	41	5	52	76	24
<b>Total Ticketing</b>	<b>36</b>	<b>41</b>	<b>5</b>	<b>52</b>	<b>76</b>	<b>24</b>
Bus Stations & Interchange	1	0	(1)	1	0	(1)
Highway & Reliability Improvements	51	90	39	120	125	5
On Street Infrastructure	588	811	223	1,082	1,086	4
<b>Total Transforming Bus Travel</b>	<b>640</b>	<b>901</b>	<b>261</b>	<b>1,203</b>	<b>1,211</b>	<b>8</b>
Park & Ride	100	75	25	151	154	3
Bromsgrove Station	27	0	(27)	0	0	0
<b>Total Transforming Rail Travel</b>	<b>127</b>	<b>75</b>	<b>(2)</b>	<b>151</b>	<b>154</b>	<b>3</b>
Interchange Signage	60	70	10	105	105	0
<b>Total Wayfinding / Signage / Public Realm</b>	<b>60</b>	<b>70</b>	<b>10</b>	<b>105</b>	<b>105</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>2,824</b>	<b>2,852</b>	<b>78</b>	<b>5,310</b>	<b>5,060</b>	<b>(250)</b>

3.12 The Minor Scheme Programme spend to the end of November is broadly as per the budget of £2.85m. There are some compensating variances at scheme level within the programme, with the two significant variances of note being as follows:

- Bus Stations and Interchange Programme (£0.158m) where safety critical works to install automatic doors at Dudley Bus Station have been integrated into the Asset Replacement and Renewal programme, funded from Integrated Transport Block.
- On Street Infrastructure (£0.223m) in the Transforming Bus Travel Programme where the roll-out of Digital Advertising (£0.171m) has been rescheduled to be delivered during January / February 2018.

3.13 The Minor Scheme Programme forecast for 2017/18 suggests spend will exceed the annual budget by £0.25m. Again, this mostly consists of minor variances against a number of projects with the most significant being:

- Bus Stations and Interchange Programme (£0.198m) where the Bus Station Refurbishment work-stream now accommodates additional costs for the installation of automatic doors at Dudley Bus Station as detailed above, in addition to costs for refurbishment works at Walsall Bus Station. These costs are to be funded from the overall Asset Management Programme and associated Integrated Block funding.
- Project Development work for future Metro routes (£0.142m) which is expected to be funded from the wider Metro programme.

#### Administered Schemes Programme

TFWM Administered Programme	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
TFWM Administered Programme	1,713	2,261	(548)	6,533	6,533	0

3.14 The TfWM Administered Programme consists mostly of the phase one National Productivity Investment Fund (NPIF) DfT funded programme which is delivering improvements to the regional highway network via grants made to Local Authorities via WMCA. The financial position on this programme shows a £0.548m underspend to the end of November which is expected to be fully recovered by March 2018.

## SECTION C

### 4.0 Summary Treasury Indicators

4.1 Below are the Treasury Management Indicators set in the 2017/18 Treasury Management Strategy to ensure overall borrowings and investments are within the expected ranges. These indicators will be monitored throughout the year and reported to this Committee accordingly.

#### Summary Prudential Indicators

Measure	As at 30th Nov 2017 £'000's	Indicators reported to WMCA Board 17 February 2017			NOTES : As at 30th November 2017 vs 2017/18 Forecast
		2017/18 Forecast £000's	2018/19 Forecast £000's	2019/20 Forecast £000's	

#### Affordability

Ratio of financing costs to net revenue stream:					
(a) financing costs	13,800	15,109	18,063	24,504	Finance costs are reduced due to effective cash flow management reducing the need to borrow
(b) net revenue stream	158,042	158,042	200,954	203,845	No change
Percentage (Finance charges vs total income)	8.73%	9.56%	8.99%	12.02%	Variance influenced by lower finance charge
Movement in finance costs as a percentage of income	0.24%	(0.59%)	(1.47%)	(3.16%)	Variance influenced by lower finance charge

#### Prudence

Gross borrowing and the capital financing requirement:					
Gross Borrowing (excludes inherited debt)	160,915	<b>229,585</b>	394,205	534,017	Variance due to lower borrowing expectation in 17/18
Capital Financing Requirement (Gross borrowing in year 2017/18 must not exceed year CFR in 2019/20)	255,938	256,085	420,703	<b>560,523</b>	Variance due to amendment to MRP policy

#### Capital Expenditure, External Debt and Treasury Management

Capital Expenditure	85,117	171,211	362,563	411,421	Deferral of forecast Devo One grants specifically relating to the Collective Investment Vehicle and Land Remediation fund where WMCA are in the process of obtaining borrowing powers in order for the expenditure to be incurred. This spend is currently being incurred by other constituent Local Authorities.
Operational boundary for external debt					
Operational boundary for borrowing	307,305	312,305	476,924	627,391	The reduction in the Operational Boundary is driven by the reduced requirement to borrow in 2017/18
Authorised limit for external debt					
Authorised limit for borrowing	307,305	312,305	476,924	627,391	The reduction in Authorised Limit is driven by the reduced requirement to borrow 2017/18
Interest rate exposures					
Upper limit on fixed rate exposures	10%	10%	10%	10%	No change
Upper limit on variable rate exposures	30%	30%	30%	30%	No change
Investments longer than 364 days					
Upper limit	8,000	8,000	8,000	8,000	No change

4.2 The finance costs indicator and gross borrowing indicator have been revised down from £15.109m to £13.800m and £229.585 to £160.915 retrospectively due to MRP recalculation and planned project related borrowing not taken out.

4.3 All treasury management activities undertaken between April and Nov complied fully with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy,

including the financial tolerances WMCA are expected to operate within. Further details will be provided within the Treasury Management Outturn for 17/18 produced by the Combined Authority.

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**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	8 January 2018
<b>Report title</b>	Capital Programme Delivery Monitoring Report
<b>Accountable Chief Executive</b>	Laura Shoaf, Managing Director, TfWM 0121 214 7444 <a href="mailto:laura.shoaf@tfwm.org.uk">laura.shoaf@tfwm.org.uk</a>
<b>Accountable Employee</b>	Sandeep Shingadia, Head of Programme Development, TfWM 0121 214 7169 <a href="mailto:sandeep.shingadia@tfwm.org.uk">sandeep.shingadia@tfwm.org.uk</a>
<b>Report has been considered by</b>	Councillor Richard Worrall

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

**Transport Delivery Committee is requested to:**

1. To note achievements since the November 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 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 October November 2017:
  - WMCA have been successful in withdrawing from the Asset Management contract and a full refund on costs has been reached.
  - TfWM are currently in testing phase following talks with bus operators (Rotala, Arriva, Stagecoach Banga Buses and First Worcester) to deliver RTI information to units on street.
  - Interconnect study to understand mapping requirements for wayfinding in Dudley is now completed.
  - Outdated cycle lockers at Widney Manor have been replaced with new 2 tier shelters.

## **4.0 Variations to Baseline Programme**

- 4.1 There are no variations to the baseline programme in this reporting period.

## **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 and procurement 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 4 September 2017 from Sandeep Shingadia, Head of Programme Development, 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

[PUBLIC]

TBT = Transforming Bus Travel  
TWA = Transport and Works Act  
WMCA = West Midlands Combined Authority

# Transport Delivery Committee Dashboard

## Capital Projects Delivery Status

### 2017/18 Programme Summary

	Project Name	Status	Baseline Comp Date	Forecast Date	DCA	DCA Trend	Exec Summary
<b>Strategic Economic Plan</b>							
1	Snow Hill 3 <sup>rd</sup> Access	Development					A concept statement for development funding from the 18/19 capital programme has been submitted for consideration.
2	Snow Hill Public Realm	Contribution					Ongoing engagement with Birmingham City Council and Colmore Business District on the development and delivery of public realm improvements as set out in the Snow Hill Interchange Plan. First phase of works to commence delivery in Summer 2018.
3	Metro Wolverhampton City Centre Extension	Contribution					
<b>Transforming Bus Travel</b>							
4	TBT Wolverhampton City Centre Shelters	Delivery		March 2018	Green		Due to the on-going plans in WCC the original sites chosen to upgrade were deemed unfeasible. Due to the fluid future developments for the City the delay has been in identifying alternative suitable sites. We have now identified the sites with partners at CWC and Clear Channel with a view to deliver before end of March
5	TBT Birmingham City Centre Shelter Design Optimisation	Rolling Programme					Works continue to update and manage the City Centre Shelters.
6	TBT Highway Scheme Development (Bus reliability and punctuality)	Development	March 2018	March 2018	Green		Funding supports design works for: Great Charles Street Bus Lane; NPIF Birmingham Growth Point PY package; BCR Review of Belgrade Interchange signals; Bus Stop Rationalisation Trance 1; QE/Selly Oak Network Development Plan and Birmingham Bus Network Review Highway Mitigation
7	Digital Advertising Panel rollout	Rolling programme					TfWM to install 20 shelters (including 8 from Platinum) by March 18 for digital advertising
8	TBT Platinum Route RTI Equipment Upgrades	Rolling programme					Bus operators (Rotala, Arriva, Stagecoach Banga Buses and First Worcester) are in talks to deliver RTI information to units on street. We are currently in the testing phase and if the scheme is successful, smaller bus operators will be targeted.
9	Network Wide SWIFT Procurement	Complete	Grey fill				Scheme complete
10	Network Wide SWIFT Vending	Complete					Scheme complete
11	Traffic Signal Technology, Solihull Contribution	Contribution					
12	Network Wide P&R Lighting Enhancements	Delivery and handover	11/04/2017	06/12/2017	Amber/Red	Same	Change Request for an additional £70k funding to deliver remaining 5 sites approved by leadership board on 20/11/17. This is now awaiting confirmation of Capital Funding allocation. Cradley Heath has been removed from the programme due to concerns over light pollution to nearby properties.
<b>Information &amp; Mapping</b>							
13	New Street Station Totems	Delivery and Handover	05/02/2018	05/02/2018	Green/Amber	Worsened	1. Network Rail Enabling works scheduled to be completed by 29/11/17. 2. Contractor installation programme under discussion, installation now expected January 2018 3. The scheme is given a green/amber DCA because the contractor's delivery programme has not yet been finalised.
14	Interconnect Development	Complete					Project to analyse mapping and interconnect requirements around Dudley complete.
<b>Systems Architecture Programme</b>							
15	ICT Rolling programme – IT service management	Rolling Programme					Service Management - New system and services for ICT Replacement hardware

							Continuation of Cyber Security Project
16	WMCA Asset Management System	Complete					WMCA have been successful in withdrawing from the contract and a full refund on costs has been reached.
<b>Asset Management</b>							
17	North Walsall Cutting and Stourbridge Junction Structural Improvements	Complete					Project complete and handed over to assets. Lessons learned report to be presented to TfWM board.
18	Network Wide Bus Station Refurbishment Phase 1	Design & Delivery	March 2018	March 2018	Green	Same	Walsall St Pauls mid life refurb. Following detailed customer feedback, TfWM will be looking to improve the seating and flooring in the bus stands and remove the current furniture and concrete walls which make the customer waiting areas feel very restricted. Costs have been gathered for these works and an implementation programme is now being developed. Quotations from suppliers are being sourced for implementation in 2018.
19	Metro Line One CCTV Replacement	Complete					
20	Network Wide CCTV Infrastructure Upgrade	Delivery and Handover	13/12/2017	15/12/2017	Green	Same	Scheme due to deliver phase 1 (CCTV upgrade to 22 out of 44 sites) by December 2017. Change request seeking additional funding for remaining 22 sites in programme has received approval from leadership board, now awaiting confirmation of capital funding allocation.
21	Network Wide Rail RTI – Life Expired Replacements	Contribution to TOC					
22	Network Wide P&R Resurfacing Programme	Rolling Programme	28/03/2018	28/03/2018	Green	Same	Works at Yardley Wood and Marston Green both completed, snagged and re-opened to the public ahead of schedule. Sutton Coldfield car park resurfacing to be completed during Feb/March 2018.
23	Network Wide P&R upgrades (cycle facilities and height restrictions)	Rolling Programme					Life-expired replacement of assets across our P&R sites, prioritisation activity underway poster case, fencing, signage, cycle shelters and cycle lockers. Widney Manor all life expired cycle lockers now removed replaced with new 2 tiered shelters. 10 x life expired cycle lockers on Dorridge platforms to be removed in the New Year 2 tier shelter already in situ currently underutilised.
<b>Project Development Programme</b>							
24	CCTV Shared Services Development	On hold					Project currently is on hold as this piece of work is now under consideration of the wider Regional Integrated Command Centre Project
25	Dudley Interchange	Sponsors Remit		01/06/2021	Amber	Same	Feasibility work with stakeholders is underway and access arrangements have been agreed. Modelling works currently being undertaken to confirm design works.  DCA remains amber until scope and funding confirmed
26	Walsall Town Centre Interchange Feasibility Study	On hold					Project on hold until outcome of inquiry in Autumn 2017, as a result of objections by Jerome Retail Park land owners, for the relocation of the interchange. No wayfinding tender returns were received. Funding to develop further design / wayfinding implementation costs will need to be allocated for any further work on this project.
27	Bradley Lane P&R	Procurement	22/01/2019	22/01/2019	Amber/Red	Worsened	Tender evaluation and interviews completed. Preferred Tenderer identified, DCA status is red /amber as all received tenders take the scheme are over budget. Change Request being drafted in order to seek additional funding from 2018/19 Capital Funding pot.  Discussions are ongoing to understand the overall impact on the business case and further work is being undertaken to understand what mitigating actions can be taken to reduce costs and associated risks.
28	Network wide Park & Ride Expansion Developments	Development / feasibility	N/A	31/03/2018	Green	Same	Whitlock's End - Scheme Development are currently engaging with Solihull Council, planners and highways to discuss taking this through to planning. TfWM are also having discussions with all the local authorities to discuss potential park and ride extensions to gauge interest.
29	Tipton Park & Ride	Project Brief		18/05/2018	Green	Same	DCA status is Green; Detailed design phase ongoing as per schedule.
<b>Metro Programme</b>							
30	Metro Line One Upgrade	Contribution					
31	Tram WIFI Ground Infrastructure Improvements	Complete					

### 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-baselining and/or overall viability re-assessed

## APPENDIX 2 - TfWM ITB CAPITAL PROGRAMME 2017 / 2018

TfWM Minor Works Programme	NOVEMBER YEAR TO DATE			FULL YEAR 2017/18		
	ACTUAL £000	BUDGET £000	VARIANCE £000	FORECAST £000	BUDGET £000	VARIANCE £000
Metro Wolverhampton City Centre Extension	586	586	0	586	586	0
<b>Total TfWM Delivered Investment Programme Schemes</b>	<b>586</b>	<b>586</b>	<b>0</b>	<b>586</b>	<b>586</b>	<b>0</b>
Network Wide P and R Resurfacing Programme	190	113	(77)	379	379	0
Network Wide Bus Station Refurbishment Phase 1	236	78	(158)	451	253	(198)
Network Wide P and R Lighting Enhancement	34	0	(34)	83	0	(83)
Network Wide Park and Ride Upgrades (Cycle Facilities Height Restrictors)	28	85	57	50	150	100
North Walsall Cutting and Stourbridge Junction Structural Improvements	4	63	59	5	94	89
Network Wide CCTV Refresh and Installation (inc APNR)	598	563	(35)	600	600	0
Network Wide Rail RTI- Life Expired Replacements	29	27	(2)	29	27	(2)
Network Wide Park and Ride Expansion Developments -Phase 2	41	110	69	240	240	0
North Walsall Cutting	140	0	(140)	140	0	(140)
<b>Total Asset Renewal / Replacement</b>	<b>1,300</b>	<b>1,039</b>	<b>(261)</b>	<b>1,977</b>	<b>1,743</b>	<b>(234)</b>
Metro Line One Upgrade	89	119	30	148	148	0
Metro Line One CCTV Replacement	0	2	2	2	2	0
Bradley Lane Park and Ride	57	58	1	217	201	(16)
Tram Wifi Ground Infrastructure Improvements	(32)	21	53	0	62	62
<b>Total Metro Minor Works</b>	<b>114</b>	<b>200</b>	<b>86</b>	<b>367</b>	<b>413</b>	<b>46</b>
Dudley Bus Station Development	148	176	28	256	256	0
Walsall Town Centre Interchange Feasibility Study	6	3	(3)	3	3	0
CCTV Shared Services Development	31	45	14	50	50	0
<b>Total Project Development</b>	<b>185</b>	<b>224</b>	<b>39</b>	<b>309</b>	<b>309</b>	<b>0</b>
ICT Rolling Programme	32	39	7	40	40	0
WMCA Asset Management System	5	57	52	35	108	73
ICT Service Desk	0	0	0	70	70	0
ICT Cyber Security Project	1	10	9	10	10	0
<b>Total Systems</b>	<b>38</b>	<b>106</b>	<b>68</b>	<b>155</b>	<b>228</b>	<b>73</b>
Network Wide Swift Procurement	23	37	14	33	57	24
Network Wide Swift Vending	14	4	(10)	20	20	0
<b>Total Ticketing</b>	<b>37</b>	<b>41</b>	<b>4</b>	<b>53</b>	<b>77</b>	<b>24</b>
TBT Wolverhampton City Centre Shelters	0	42	42	42	42	0
TBT Birmingham City Centre Shelter Design Optimisation	108	71	(37)	131	131	0
TBT Platinum Route RTI Equipment Upgrades	315	355	40	512	512	0
TBT Highway Scheme Development (Bus reliability and punctuality)	51	85	34	120	120	0
Solihull Traffic Signal Technology	0	5	5	0	5	5
Digital Advertising Panel rollout	173	344	171	402	402	0
<b>Total Transforming Bus Travel</b>	<b>647</b>	<b>902</b>	<b>255</b>	<b>1,207</b>	<b>1,212</b>	<b>5</b>
Tipton Park & Ride	100	75	25	151	154	3
Snow Hill 3rd Access	0	0	0	50	50	0
Snow Hill Public Realm	0	0	0	50	50	0
<b>Total Transforming Rail Travel</b>	<b>100</b>	<b>75</b>	<b>25</b>	<b>151</b>	<b>154</b>	<b>3</b>
New Street Station Totems	9	10	1	45	45	0
Interconnect development	51	60	9	60	60	0
<b>Total Wayfinding / Signage / Public Realm</b>	<b>60</b>	<b>70</b>	<b>10</b>	<b>105</b>	<b>105</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>3,067</b>	<b>3,243</b>	<b>226 %</b>	<b>4,910</b>	<b>4,827</b>	<b>(83) %</b>



## Transport Delivery Committee Meeting

<b>Date</b>	8 <sup>th</sup> January 2018
<b>Report title</b>	2018/19 Bus Station Departure Charges
<b>Transport Delivery Committee Member Lead</b>	Councillor Richard Worrall
<b>Accountable Director</b>	Steve McAleavy, Director for Transport Services Email <a href="mailto:steve.mcaleavy@tfwm.org.uk">steve.mcaleavy@tfwm.org.uk</a> Tel: 0121 214 7388
<b>Accountable Employee</b>	Andrew Thrupp, Operations Manager (Customer Facilities) Email <a href="mailto:andrew.thrupp@tfwm.org.uk">andrew.thrupp@tfwm.org.uk</a> Tel: 0121 214 7372
<b>Report has been considered by</b>	Transport for West Midlands Board

**The Transport Delivery Committee is recommended to:**

The Committee is recommended to note the level of Bus Station Departure Charge (BSDC) rates for 2018/19 approved by Transport for West Midlands (TfWM) Board on 11<sup>th</sup> December 2017.

## 1.0 Purpose

1.1 To advise the Committee of the increases to Bus Station Departure Charge (BSDC) rates which will be applied in 2018/19, effective from the 1st May 2018.

## 2.0 Background

2.1 TfWM operates 12 Bus Stations in the West Midlands. Bus Operators contribute to the operational costs of providing these facilities through the payment of BSDC which are payable in respect of each bus departure

2.2 As part of the Bus Alliance Commitments there is a commitment from operators not to raise fares above inflationary levels and another for TfWM to apply the same rule to BSDC. Charges are reviewed annually and a range of options in respect of 2018/19 have been considered taking into account known increases in costs.

## 3.0 Options that were considered for BSDC for 2018/19

3.1 The options that were considered in respect of BSDC for 2018/19 were:

- a) Increase BSDC by 1%
- b) Increase BSDC by 2%
- c) Increase BSDC by 3%

3.2 Option (b) was recommended to the TfWM Board and approved. A 2% increase will result in a projected overall cost recovery rate of 59.25%. The table below shows how an average 2% increase would be applied across our bus stations to reduce the disparity between cost recovery levels at different sites.

Bus Station	17/18 Departure Charge Rates (confirmed from letter that went to operators dated Jan 17)	Proposed Rates from 18/19	% Increase	Forecast Annual Departure Volumes 2017-18	Forecasted Level of Cost Recovery 2017-18	Budgeted Costs 18-19	Forecasted Recovery Rate 2018-19
Stourbridge	£0.6512	£0.6654	2.19%	191,204	£127,009	£304,595	41.70%
Coventry Pool Meadow	£0.7416	£0.7578	2.19%	346,000	£261,730	£521,484	50.19%
Wednesbury	£0.6605	£0.6728	1.85%	213,315	£143,294	£243,043	58.96%
Bearwood	£0.5374	£0.5491	2.19%	43,399	£23,790	£51,801	45.92%
Wolverhampton	£0.6603	£0.6747	2.19%	530,000	£350,231	£613,264	57.11%
Halesowen	£0.5839	£0.5947	1.85%	266,650	£158,329	£228,534	69.28%
Cradley Heath	£0.5029	£0.5139	2.19%	101,712	£52,173	£190,679	27.36%
Bilston	£0.6225	£0.6362	2.19%	213,500	£135,576	£247,331	54.82%
Walsall	£0.6405	£0.6523	1.85%	487,956	£317,816	£407,769	77.94%
West Bromwich	£0.6323	£0.6440	1.85%	578,190	£371,764	£518,648	71.68%
Dudley	£0.6026	£0.6137	1.85%	467,376	£286,398	£433,311	66.10%
<b>TOTAL</b>			<b>2.0%</b>	<b>3,429,302</b>	<b>£2,228,110</b>	<b>£3,760,460</b>	<b>59.25%</b>

3.3 Merry Hill Bus Station is operated by TfWM on behalf of Intu. BSDC for this site are determined in conjunction with Intu and are considered separately and therefore not included in the table in paragraph 3.2. Therefore TfWM have recommended to Intu that departure charges are increased by 2%, which will see each departure increase from 51.65p to 52.68p.

3.4 Separate departure charge rates apply to coach services which depart from Coventry, Wolverhampton and Dudley Bus Stations (with a very small number from West Bromwich). The current rate levied is £3.55 per coach departure and charges have only been increased



three times since 2007. The TfWM Board agreed to a 5% increase in charges for coaches which will increase the cost per departure to £3.73 from May 2018.

#### **4.0 Financial implications**

The financial impacts associated with the recommended increases in Departure Charge rates are discussed within the body of the report.

#### **5.0 Legal implications**

Section 10 (1) (xiii) of the Transport Act 1968 empowers WMCA to make charges for the use of services or facilities provided by them and to make the use of those services or facilities subject to such terms and conditions as they think fit. Section 81 of the Transport Act 1985 further requires that any charges for the use of accommodation for public service vehicles at any bus station provided by WMCA shall be reasonable. The current Agreement with operators relating to the use of WMCA's bus stations enables WMCA to vary or increase the bus station departure/facility charge rates on giving three months' notice to the operators. Any alterations to charges must be pursuant to s15(2) Transport Act 1968 have the approval of the WMCA Board.

#### **6.0 Equalities implications**

Not applicable as a financial recommendation

#### **7.0 Schedule of background papers**

Bus Station Departure Charges 2018/19 presented and approved at TfWM Board on the 11<sup>th</sup> December 2016

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## Transport Delivery Committee

<b>Date</b>	8 <sup>th</sup> January 2018
<b>Report Title</b>	Bus Alliance Update
<b>Accountable Director</b>	Steve McAleavy, Director of Transport Services (Interim) Email: <a href="mailto:Steve.McAleavy@tfwm.org.uk">Steve.McAleavy@tfwm.org.uk</a> Tel: 0121 214 7452
<b>Accountable employee(s)</b>	Edmund Salt, Network Development Manager Email: <a href="mailto:Edmund.salt@tfwm.org.uk">Edmund.salt@tfwm.org.uk</a> Tel: 0121 214 7305
<b>Report Considered by</b>	Cllr Hartley, Cllr Akhtar, Cllr Hanif, Cllr Stanley: Putting Passengers First

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

#### The Transport Delivery Committee is recommended:

1. To note the content of the report and current status of the West Midlands Bus Alliance.

### Purpose of Report

1. To report matters relating to the governance, operation, delivery and performance of the West Midlands Bus Alliance.

### West Midlands Bus Alliance

2. Revisions to the West Midlands Bus Alliance objectives and 50 deliverables were approved by TDC on 4<sup>th</sup> September 2017. There was a public facing signing event held at the Coach and Bus Expo in Birmingham on 5<sup>th</sup> October 2017, where the Mayor and all Alliance partners, formally signed up to the revised objectives and commitments.
3. To support the delivery of the revised objectives and deliverables, the Alliance governance and membership of the Board has been reviewed. The membership and Terms of Reference of the Board has been amended with the Mayor Andy Street and WMCA Portfolio Holder for Transport, Cllr Roger Lawrence included, alongside Cllr K Hartley representing the Transport Delivery Committee on behalf of Cllr R Worrall. The Mayor and WMCA Portfolio Holder for Transport are able to nominate an appropriate representative but retain the right to attend as is seen appropriate. The meeting dates of the Alliance Board in 2018 have been set as 21<sup>st</sup> February, 16<sup>th</sup> May, 15<sup>th</sup> August and 21<sup>st</sup> November. The chair of the Bus Alliance Board continues to be Linda McCord from Transport Focus.

4. A new Programme Delivery Board will be created, responsible for overseeing the objectives and associated deliverables. This Board will have an accountable lead officer for each of the objectives and associated deliverables, and will manage and report progress on the Alliance deliverables to the Alliance Board quarterly.
5. Sub-groups of the Bus Alliance, to assist in the delivery of the objectives and overall improvement to bus passengers remain, and include the Bus Operators Group, Bus Operators Panel and Bus Alliance Area Partnerships involving local authorities, operators and Transport for West Midlands.

### **Tackle congestion and make bus journeys quicker**

6. Through the West Midlands Bus Alliance, a development budget of £568,000 has been allocated to support the development of bus based highway schemes, focussed on identifying solutions and developing schemes to 'shovel ready' stage for the region's worst performing bus corridors. This funding is a clear indication of the Bus Alliance's commitment to tackling the congestion challenge and, has come from partner contributions of £160,000 from Birmingham City Council, National Express West Midlands (£100,000) and £308,000 by Transport for West Midlands.
7. Knowing our investment priorities and being shovel ready has already borne significant benefit; not only in securing the partner contributions detailed above but in securing significant capital funding - totalling over £5.7 million of investment for scheme delivery since the start of 2017 alone:
  - National Productivity Investment Fund 1 (NPIF): A4124 Willenhall Road traffic signal upgrade with selective vehicle detection - £500,000
  - NPIF1 – Journey Time Reliability to Birmingham Growth Points - £762,000
  - NPIF1 – A34 Stratford Road Growth Corridor – Journey Time Reliability - £685,000
  - South Birmingham Bus Network Review Highway Mitigation Package - £410,000
  - Great Charles Street Queensway Segregated Bus Lanes - £80,000
  - NPIF2 – Birmingham Growth Point Public Transport Package - £3,270,000
8. The successful NPIF2 funding package of £3.27 million will see bus priority delivered in 2018/19 between Harborne, Selly Oak and Birmingham City Centre.

### **Improve bus emissions standards**

9. To improve bus emissions standards, Birmingham City Council have approved a pilot scheme which will see at least 20 new cleaner, zero emission hydrogen-fuelled buses take to Birmingham's roads. The new vehicles will be delivered by March 2019, with £13.4million of funding for the pilot agreed.
10. WMCA and Coventry City Council have submitted two separate applications to the Clean Bus Technology Fund 2017-2019, to retrofit 468 vehicles to Euro VI standard. The WMCA application is for £3 million with £2.920 million match-funding from five operators. The Coventry City Council application is for £1.5m, with £240,500 match-funding from National Express Coventry. An announcement is expected in January 2018, and if successful the vehicles will be retrofitted by 31 March 2019.

11. Solihull Advanced Quality Partnership Scheme (AQPS) came into operation on Sunday 26<sup>th</sup> November 2017. This is the first new AQPS to be implemented in the country under the new Bus Services Act 2017 and includes Euro VI emission standards by 2021. Work is underway to review and implement an updated Birmingham City Centre AQPS and a new Wolverhampton AQPS in 2018.

### **Make bus journeys better value**

12. From September 2017, apprentices and trainees aged 18 or under can get half price travel on the region's bus network under a scheme implemented by TfWM. The scheme will be subsidised by TfWM and run on a trial basis for 12 months, helping make bus travel more attractive for young people.
13. National Express West Midlands, in partnership with TfWM, is to trial a weekday pre-9.30am £1 single ticket valid for concessionary pass holders. Concessionary travel is currently available after 9.30am on a weekday, with full fares required before this time.
14. Diamond Bus has introduced an Adult City Hop ticket for just a £1 on its services 16, 16W and 50, for any journey within the Birmingham Ring Road. This ticket offer can be purchased using any payment including contactless payment via its new ticket machines.

### **Make it easier to buy a ticket**

15. National Express West Midlands will have completed the roll-out of new state-of-the-art contactless ticket machines to all of its 1,500 buses by the end of February 2018. The new machines are now live on buses from Coventry, Wolverhampton, Perry Barr and Bordesley Green depots. It will make journeys quicker and easier for passengers, as they will spend less time buying a ticket and have more ways to pay.
16. Diamond Bus has invested £600,000 in new ticket machines, equipped with the latest technology, to offer passengers a range of purchasing options including contactless payment. As well as offering customers a more convenient way to pay, the new technology will speed up bus journey times because passengers will spend less time buying a ticket when they board. The new ticket machines are also equipped with the latest in tracking and communications; live real time information feeds can now be reported back to depot traffic offices. This means the operator will be able to report delays much more accurately to customers and liaise easily with drivers to identify and rectify problems much more quickly.

### **Shape the bus network to deliver economic growth**

17. The Bus Alliance is committed to delivering Network Development Plans (NDPs) for the region; in order to ensure that the bus network continues to meet local needs and is able to adapt to future growth opportunities and challenges. Eight area-based NDPs are being developed and each is informed and supported by a comprehensive evidence and data-led review. Each NDP will contain a Delivery Plan, setting out the local bus improvements (i.e. vehicle standards and emissions, bus infrastructure, service quality, development planning, network resilience and congestion mitigation) to be delivered at specified timeframes. A Birmingham City Centre NDP and Coventry NDP are in final

draft, subject to the Bus Alliance Board approval. A Dudley NDP and South/West Birmingham NDP are in development. The remaining 4 NDPs are programmed for development in 2018/19. These include Walsall & Wolverhampton, Sandwell, North Birmingham and East Birmingham & Solihull.

18. National Express West Midlands is seeking further views in relation to their South Birmingham bus network, further to the 5,000 responses received via the public consultation that was undertaken over the summer 2017. They opened public consultation on the 27<sup>th</sup> November 2017, regarding services in this part of the network. National Express is looking to provide faster, more reliable, and more punctual journeys across this part of the network. They are seeking views on some of the ideas that have emerged previously, and other thoughts around a redesigned bus network.
19. The Bus Alliance Board agreed that a 'Patronage Task and Finish Group' is created, to identify what initiatives could be put into place to grow patronage, locations where these would have the most impact and to initiate schemes with the sole aim of growing fare-paying passenger numbers. The first meeting of this group was held on 12<sup>th</sup> September 2017. The group will report back to the Bus Alliance Board in 2018, with a clear understanding of the local factors and interventions that most impact on patronage, how these can be influenced, and if/how these can be effectively replicated across the network.

### **Make it more pleasant to travel by bus**

20. National Express West Midlands has spent £10 million on 38 brand new top-specification buses for routes through Harborne. The Platinum double deckers are kitted out with comfier seats, extra leg room, free wifi and USB charge points, as well as new ticket machines, which react quicker than the older ones to speed up bus boarding times. The new vehicles will be placed on the routes in batches from December 2017.

### **Financial Implications**

21. There are no direct financial implications as a result of this update report. Any costs incurred or support provided by TfWM from undertaking activity referred to in this report will need to be met from within agreed overall funding and resources.

### **Legal Implications**

22. This report is for information only and there are no new new legal implications arising.

### **Equality Implications**

23. This report is for information only and there are no new equality implications.



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	8 <sup>th</sup> January 2018
<b>Report title</b>	Wolverhampton Advanced Quality Bus Partnership – approval to start formal scheme consultation
<b>Lead Member</b>	Councillor Kath Hartley
<b>Accountable Director</b>	Pete Bond Director of Transport Services Pete.bond@tfwm.org.uk 0121 214 7388
<b>Accountable Employee</b>	Edmund Salt, Network Development Manager Edmund.salt@tfwm.org.uk 0121 214 7305

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

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

Approve the start of formal consultation on the Wolverhampton City Centre Advanced Quality Bus Partnership.

- 1.1 To seek approval from the Transport Delivery Committee to start formal consultation for the implementation of the Wolverhampton City Centre Advanced Quality Bus Partnership and to outline the process involved.

## **2.0 Background**

- 2.1 As part of the powers within the Transport Act 2000 that were further refined by the Local Transport Act 2008 and Bus Services Act 2017 transport authorities such as the West Midlands Combined Authority (WMCA) have the ability to create Advanced Quality Bus Partnerships (AQPS). The transport authority can then impose minimum standards on the bus operator(s) for service delivery.
- 2.2 Since the introduction of the Transport Act 2000 and Local Transport Act 2008 the West Midlands has introduced a raft of voluntary partnership schemes which includes VPAs and VMAs across the region totalling 7 and have partnership working arrangements in place across each district between the Combined Authority, bus operators and the local authorities, as well as key stakeholders.
- 2.3 These area partnerships have been supplemented by a number of operator specific partnerships most notably with National West Express West Midlands and Arriva. Over the last two years the multi operator partnership working has been further strengthened by the introduction of the West Midlands Bus Alliance.
- 2.4 To further strengthen the Bus Alliance delivery TfWM are keen to expand the Birmingham City Centre and Solihull Town Centre AQPS models and implement further AQPS schemes in the key centres across the West Midlands in partnership with the local authorities.
- 2.5 In July 2012 the transport authority jointly created an 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.
- 2.6 With the recent improvements to the public realm in Solihull town centre both TfWM and Solihull Metropolitan Borough Council (MBC) were 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. This scheme went live on Sunday 26<sup>th</sup> November 2017.
- 2.7 With significant investment currently going into Wolverhampton City Centre with a rejuvenation of the retail offer, improvements in public realm and the start of the construction of the Midland Metro extension to the city centre rail station there is a need to use the powers of an AQPS in a similar way to the other two schemes to further drive up the air quality through minimum emission standards, as well as protecting the significant levels of bus investment put into the centre by City of Wolverhampton Council and TfWM in recent years.

## **3.0 The Proposed Scheme**



- 3.1 The proposed scheme will cover 70 bus stops/stands and shelters (including the Stands that are in the West Midlands Combined Authority owned Wolverhampton Bus Station) that are contained within the City Centre Ring Road
- 3.2 The phasing of the minimum emission standards for Wolverhampton City Centre 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. There will be a Euro VI minimum milestone twelve months later. The latter is in line with the standards that have been imposed on the recently created scheme in Solihull Town Centre.
- 3.3 All main bus stops in the City Centre will have a slot booking system which is similar to the type of operation undertaken across TfWMs bus stations (including the one in Wolverhampton). 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 Wolverhampton City Centre.
  - Introduce enforceable bus stops and stands within the AQPS.
  - Require City of Wolverhampton Council to enforce bus stands and other TROs
  - Require operators to provide RTI 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 Partnership. We are obliged to consult with:
- The bus operators who currently operate within the proposed scheme area:
    - National Express West Midlands (West Midlands Travel Ltd)
    - Diamond Bus
    - Igo buses
    - Arriva
    - Banga Buses
    - Travel Express (Let's Go)
    - Select Buses
    - National Express Coaches Ltd
  - Chairman and Vice Chairman of the Transport Delivery Committee
  - Chairman and Vice Chairman of the West Midlands Combined Authority
  - Elected members in the City of Wolverhampton
  - Board members of the West Midlands Bus Alliance
  - Transport Focus
  - Competitions and Market Authority
  - The Black Country LEP
  - West Midlands Traffic Commissioner
  - West Midlands Chief Constable and West Midlands Police Commissioner
- 4.2 We are not required to undertake a full public consultation on the scheme though anyone can if they wish to make comments. Notification of the start of consultation will be made via our Transport for West Midlands website.

4.3 To follow the legal procedure then the following timescales are proposed:

- Approval to start formal consultation at the **Transport Delivery Committee** meeting on **8<sup>th</sup> January 2018**.
- Formal Consultation will start on **Monday 22<sup>nd</sup> January 2018** and be open for 13 week period (the legal minimum requirement)
- Consultation ends on **23<sup>rd</sup> April 2018**
- Approval is sort to make the scheme at the Transport Delivery Committee meeting on **11th June 2018**.
- Scheme is made on or before **1<sup>st</sup> July 2018**.
- 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.
- Scheme starts on **30<sup>th</sup> September 2018**.

4.4 The consultation process outlined above will trigger discussions with stakeholders and bus operators which will form part of the process, and may as yet result in revisions to the scheme as shared in draft format.

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

5.1 With the decriminalised parking enforcement powers in Wolverhampton 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 City of Wolverhampton Council. Moving offences will continue to be the responsibility of West Midlands Police.

5.2 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.

5.3 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 and this will continue with the Wolverhampton scheme.

5.4 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.

5.5 With the AQPS in place this strengthen the ability of the TC to take action against the two operators in question 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.

## **6.0 Legal Comments**

The legal process required to be followed to make the Advanced Quality Bus Partnership Scheme are set out in the body of this report. There are no additional legal comments arising from the contents of this report.

## **7.0 Financial Comments**

There are no direct financial implications as a result of this report with all on-going related TfWM activities and agreed enhancements funded within existing revenue and capital budgets. However, any future proposed enhancements in relation to delivery of Advanced Quality Bus Partnerships where additional TfWM input/support is required will need to be considered and evaluated so any one-off and on-going financial implications can be quantified before any decision is made.

## **8.0 Appendices**

- A copy of the draft scheme

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West Midlands

# BUS ALLIANCE

Wolverhampton City Centre  
Advanced Quality Bus Partnership



# Wolverhampton City Centre Advanced Quality Partnership Scheme

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**WOLVERHAMPTON CITY CENTRE ADVANCED QUALITY PARTNERSHIP  
SCHEME IS MADE IN ACCORDANCE WITH SECTIONS 114 – 123 OF THE  
TRANSPORT ACT 2000, AS AMENDED BY THE LOCAL TRANSPORT ACT 2008 AND  
BUS SERVICES ACT 2017 (the Scheme), BY:**

**(1) THE West Midlands Combined Authority** of 16 Summer Lane, Birmingham, B19 3SD; (“WMCA”) and

**(2) City of Wolverhampton Council** of Civic Centre, St Peter’s Square, Wolverhampton, WS1 1SH (“the Council”, “CWC”)

**1. DEFINITIONS AND INTERPRETATION**

<b>Articulated Bus Stand</b>	means a Bus Stand that can be used by local buses over 15m in length;
<b>Wolverhampton Quality Partnership meeting</b>	means the regular meetings held between the West Midlands Combined Authority, City of Wolverhampton Council and the bus operators;
<b>Bus Stand</b>	means a bus stopping location within the Scheme Area associated to a Bus Stand Clearway, allowing a local bus of no more than 15m in length to stand period of more than 2 minutes as determined by specific TRO for the facility and the on street signing at the facility;
<b>Bus Stand Clearway</b>	shall mean a bus stop clearway as defined in accordance with paragraph 1(a) of Part 1 to Schedule 19 of The Traffic Signs Regulations and General Directions 2002 but which will permit a local bus to stand within the clearway for as long as maybe necessary up to a maximum period of 10 minutes;
<b>Bus Stop</b>	means a bus stop within the Scheme Area with a bus stop clearway;
<b>Bus Stop Clearway</b>	shall have the meaning given to it as detailed in paragraph 1(a) of Part 1 to Schedule 19 of the Traffic Signs Regulations and General Directions 2002 (SI3113/2002);
<b>Bus Stop Clearway (regulated)</b>	shall mean a bus stop clearway as defined in Schedule D to the Scheme;
<b>Bus Stop Clearway (non-regulated)</b>	shall mean any bus stop clearway other than a bus stop clearway (regulated);
<b>Commencement Date</b>	means the date of commencement of the Scheme pursuant to clause 2.1, or such later date as the Scheme may commence following any postponement of the Scheme under section 117 of the Transport Act 2000 (as amended by Section 16 of the Local Transport Act 2008);
<b>Equality Legislation</b>	means The Equality Act 2010 and the Disability Equality Duty under the Disability Discrimination Act 2005 (as amended);
<b>Excluded Services</b>	shall mean the category of Local Services listed in Schedule B;
<b>Facilities</b>	means those facilities listed in Schedule C;
<b>Incident Planning Group</b>	means a West Midlands Combined Authority co-ordinated group that responds to external issues on the public transport network, working with operators and other agencies to ensure the best

	possible service is delivered to the passenger during any major disruption.
<b>Information Recharging Scheme</b>	means the scheme between West Midlands Combined Authority and bus operators covering standards of information for passengers, the quality of data passed from bus operators to West Midlands Combined Authority and West Midlands Combined Authority's charges for maintaining information provision to passengers, as established under the provisions of the Transport Act 2000;
<b>Local Service</b>	has the meaning set out in Section 2 of the Transport Act 1985, (but excluding any Excluded Services);
<b>Low Floor Bus</b>	means a vehicle whether double or single deck that fully meets the functional requirements of the Public Service Vehicle Accessibility Regulations 2000.
<b>Metro or Midland Metro</b>	means the Midland Metro system;
<b>Non-Regulated stop</b>	shall mean a Non-Regulated bus stop as defined in Schedule D;
<b>PSVAR</b>	means current Public Service Vehicle Accessibility Regulations;
<b>Regulated Stop</b>	shall mean a Regulated bus stop as defined in Schedule D;
<b>Scheme Area</b>	means the area marked as shown on the map at Schedule A;
<b>Scheduled Coach Service</b>	means a service that has more than five departures per week which operates outside the requirements to register as a local bus service as defined in the Transport Act 1985
<b>Scheduled Coach Stand</b>	means a coach stopping location in the Scheme Area associated with a Bus Stand Clearway, allowing a Scheduled Coach Service (that operates outside of the requirements of the Transport Act 1985) to stand for as long as necessary up to a maximum period of 10 minutes
<b>Service Change Dates</b>	means dates each year agreed between West Midlands Combined Authority and bus operators on which network changes are preferably concentrated unless agreed in advance with West Midlands Combined Authority;
<b>Slot Booking</b>	means the Slot Booking System with which operators pursuant to the Scheme are required to comply, as detailed in Schedule D to the Scheme;
<b>AQPS</b>	means an Advanced Quality Partnership Scheme made pursuant to section 114(1) of the Transport Act 2000 [as amended by the Local Transport Act 2008 and the Bus Services Act 2017];
<b>Standards of Service</b>	means the standards of service set out in Schedule B ( <i>Standards</i> );
<b>Traffic Commissioner</b>	has the meaning set out in Section 82(1) of the Public Passenger Vehicles Act 1981;
<b>TRO</b>	means a Traffic Regulation Order, made under the Road Traffic Regulation Act 1984 or any other enactment regulating the use of roads or other places;



- Words importing the singular include the plural and vice versa and words implying any one gender include all genders;
- Headings and references to headings shall be disregarded in construing this Scheme;
- A reference to a statute, a statutory instrument, code of practice or statutory guidance is a reference to it as amended, extended, re-enacted or replaced from time to time.

## **2. DATE AND PERIOD OF OPERATION**

- 2.1 It is proposed the Scheme will be made no later than **1<sup>st</sup> July 2018** and will come into operation on **30<sup>th</sup> September 2018** (giving more than the legally required 13 weeks' notice of implementation).
- 2.2 The Scheme will operate for a period of 10 years from the Commencement Date and will end at 23:59hrs on **17<sup>th</sup> September 2028** notwithstanding any postponement of the Scheme under section 117 of the Transport Act 2000 (Postponement of provision of particular facilities or standards of service) and subject to variation or revocation in accordance with Section 120 of the Transport Act 2000 (Variation or revocation of schemes).

## **3. SCHEME AREA**

- 3.1 The Scheme Area covers **70 bus stops/stands and shelters (including the Stands that are in the West Midlands Combined Authority owned Wolverhampton Bus Station)** within Wolverhampton city centre ring road, as shown in Schedule A.
- 3.2 The Scheme shall apply to ALL operators of Local Bus Services running within the Scheme Area.
- 3.3 The West Midlands Combined Authority will maintain a summary of affected services when required for every service change date and the West Midlands Combined Authority will make copies available to the Traffic Commissioner and all operators of affected Local Services. For the avoidance of doubt, such list of Scheduled Services will be an indicative list only of those Local Services which West Midlands Combined Authority believes to fall within the terms of the Scheme. An omission from the list of Affected Services shall not exempt a service from the Scheme, which would otherwise fall within the terms of the Scheme.

## **4. FACILITIES**

- 4.1 Subject to clause 6 (Conditions of Use), the West Midlands Combined Authority and the Council will make the Facilities available (as detailed in Schedule C) to Local Services from the Commencement Date, until the date the Scheme ceases to have effect.

- 4.2 Clause 4.1 shall not apply in relation to any Local Service using a Facility for any period during which the West Midlands Combined Authority or the Council is temporarily unable to fulfil its obligations, in respect of that Facility, due to circumstances beyond its control. In such circumstances the West Midlands Combined Authority shall notify any operator affected by the non-provision of such Facility, confirming the reason for such non provision and the anticipated period during that the Facility will not be available.
- 4.3 The Facilities are to be maintained for the duration of the Scheme in accordance with Appendix C3 (Maintenance of Facilities).
- 4.4 The West Midlands Combined Authority and the Council will provide bus stop infrastructure at all Bus Stops and Stands within the Scheme area.

#### 4.5 **STANDARDS OF SERVICES TO BE PROVIDED BY BUS OPERATORS**

- 4.1 The operators of Local Services who wish to use the Facilities will undertake to provide such Services in accordance with the Standards (listed in Schedule B) from the Effective Date until the Scheme ceases to have effect.
- 4.2 The Scheme shall not restrict any Operator from providing any services in excess of the specified Standards.

### **5. CONDITIONS OF USE**

- 5.1 An operator may only use the Facilities in the Scheme Area if:
- a) a written undertaking from the operator (under the specific Operator Licence or Community Bus Permit the service is or will be registered under) using the template form attached at Appendix B1 is provided to PSV Operator Licensing at their office in Leeds and a copy delivered to the West Midlands Combined Authority; and
  - b) each Local Bus Service will at all times be provided to the Standards in accordance with that undertaking except for any period during which such operator is temporarily unable to do so owing to circumstances beyond their control, provided that the West Midlands Combined Authority is notified in writing (as outlined in Section E – Communications Protocol) as soon as practicably possible as to the reasons and period of such non-compliance.
- 5.2 Any operator of a Service who fails to comply with paragraph 5.1 above may be subject to action by the Traffic Commissioner in accordance with section 17 (Revocation, suspension etc. of licences) The Public Passenger Vehicles Act 1981, section 26 (Conditions attached to PSV operator's licence) Transport Act 1985 and section 155 (Penalties) Transport Act 2000.

## **6. REVIEW AND MONITORING**

- 6.1 The West Midlands Combined Authority, the Council and bus operators will review the operation of the Scheme at each Wolverhampton Quality Bus Partnership Meeting, which will include an assessment of the Scheme's benefits in order to determine if any action is required to maintain the Facilities and/or Standards of Service.
- 6.2 The West Midlands Combined Authority and/or the Council reserves the right to monitor compliance with the Standards of Services in respect of a Local Service which is using any of the Facilities and operators of such services will allow the West Midlands Combined Authority and the Council (including its officers and employees) reasonable access to any such Local Service for this purpose and provide any reasonable assistance required for this purpose.
- 6.3 From time to time, the scheme document will be updated and refreshed as deemed appropriate by the scheme makers. Changes to the AQPS document can be proposed by the scheme makers and bus operators and all parties will be consulted on proposed amendments to the AQPS document. After agreement is reached on any changes, the alterations will be published in a revised document showing the tracked changes. At most the document will be revised once a year, or if otherwise agreed by all parties through the quarterly meetings.

## **7. ENFORCEMENT AND APPEALS PROCESS**

### **For matters relating to The Scheme and day to day management of the Scheme**

- 7.1 In the event that any Bus operator, the West Midlands Combined Authority and/or the Council considers that any other party under this Scheme are not meeting their obligations there under then the issues shall be put in writing to the party not meeting their obligations. This will give that party the right of explanation within ten working days why the issues are happening and or any actions being implemented to allow that party to comply with the scheme.
- 7.2 If necessary, following the actions in 7.1 meeting(s) will take place within ten working days with the parties involved to resolve the issues.
- 7.3 As a result of the any actions taken under 7.1 and 7.2 the West Midlands Combined Authority reserves the right to advise the Office of the Traffic Commissioner of any operational issues with scheme.
- 7.4 If the matter regarding the operation of the scheme cannot be resolved through the meeting process, the matter will be determined if appropriate by the appointment of an independent arbiter (as agreed between the two parties) to investigate the issue(s) to report on their findings and to propose remedial measures. The arbiter may be a Director at a local authority with an AQPS in operation.

- 7.5 As part of the process outlined in 7.1, 7.2 and 7.4 the actions of a bus operator (s) may be referred to the Traffic Commissioner for the West Midlands so that if considered necessary action can be taken against the operator in accordance with section 17 (Revocation, suspension etc of licenses) The Public Passenger Vehicles Act 1981, section 26 (Conditions attached to PSV Operator’s Licence) Transport Act 1981, section 26 (Conditions attached to PSV Operator’s Licence) Transport Act 1985 and section 155 (Penalties) Transport Act 2000.

### **For matters relating to the Slot Booking System**

- 7.6 In the event that any bus operator, the West Midlands Combined Authority and/or the Council considers that any other party under this Scheme are not meeting their obligations there under, or that an issue has been identified with the allocation of slots, the matter shall firstly be put into writing within five working days to the party not complying giving them the right of explanation within five working days why the issues are happening and or any actions that are or could be implemented to allow compliance with the scheme.
- 7.7 If necessary following the actions in 7.6 meeting(s) will take place within five working days with the parties involved to resolve the issues
- 7.8 If the matter regarding slot booking cannot be resolved through the meeting process, in the first instance the matter will be determined by a West Midlands Combined Authority Director not directly involved with the operation of the Scheme.
- 7.9 As part of the process outlined 7.6 to 7.8 the actions of a bus operator(s) may be referred to the Traffic Commissioner for the West Midlands so that if considered necessary action can be taken against the operator in accordance with section 17 (Revocation, suspension etc. Of licences) The Public Passenger Vehicles Act 1981, section 26 (Conditions attached to PSV operator’s licence) Transport Act 1985 and section 155 (Penalties) Transport Act 2000.

## **8. CONTACT ADDRESSES**

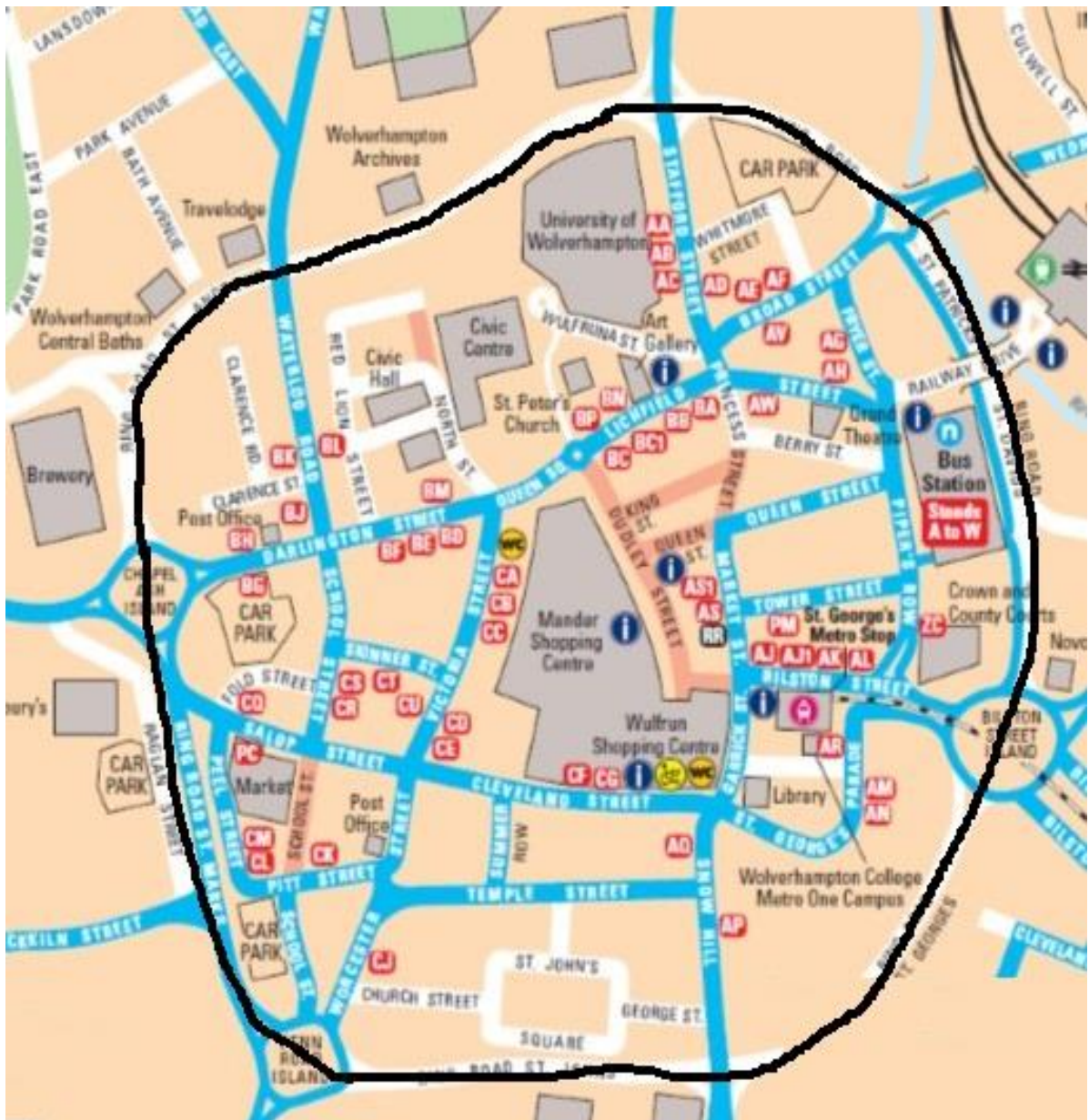
- 8.1 Any notification required to be sent to West Midlands Combined Authority should be addressed to:

Network Delivery Team (Wolverhampton City Centre AQPS), Transport for West Midlands, 16 Summer Lane, Birmingham, B19 3SD. Email QPS@TfWM.org.uk

- 8.2 Any notification required to be sent to City of Wolverhampton Council may be addressed to:

City of Wolverhampton Council, Civic Centre, St. Peter's Square, Wolverhampton, WV1 1SH

# Map of Scheme Area & Bus Stop Infrastructure



Stop Code	Stop location	Shelter/Stop Pole	Colour of Shelter	Stand or Stop
AA	Stafford Street, University	Shelter	Sliver	stop
AB	Stafford Street, University	Shelter	Sliver	stop
AC	Stafford Street, University	Shelter	Sliver	stop
AD	Stafford Street, University	Stop Pole	N/A	Stand
AE	Broad Street, Thornley Street	Shelter	Black	stop
AF	Broad Street, Thornley Street	Shelter	Black	stop
AG	Fryer Street, Broad Street	Shelter	Black	stop
AH	Lichfield Street, Piper Row	Stop Pole	N/A	stop
AJ	Bilston Street, St Georges	Shelter	Sliver	stand
AJ1	Bilston Street, St Georges	Shelter	Sliver	stand
AK	Bilston Street, St Georges	Shelter	Black	stand
AL	Bilston Street, St Georges	Shelter	Black	stand
AM	St Georges Parade, Old Hall Street	Stop Pole	N/A	stop
AN	St Georges Parade	Stop Pole	N/A	stop
AP	Snow Hill, Temple Street	Shelter	Black	stop
AQ	Snow Hill, Temple Street	Stop Pole	N/A	stop
AS	Market Street, Tower Street	Shelter	Sliver	stop
AS1	Market Street, Tower Street	Shelter	Sliver	stand
AV	Broad Street, Thornley Street	Stop Pole	N/A	stop
AW	Lichfield Street, Princess Street	Stop Pole	N/A	stop
BA	Lichfield Street, Art Gallery	Shelter	Sliver	stop
BB	Lichfield Street, Art Gallery	Shelter	Sliver	stop
BC	Lichfield Street, Art Gallery	Shelter	Sliver	stop
BC1	Lichfield Street, Art Gallery	Shelter	Sliver	stop
BD	Darlington Street, Beaties	Stop Pole	N/A	stop
BE	Darlington Street, Beaties	Shelter	Black	stop
BF	Darlington Street, Beaties	Shelter	Black	stop
BG	Darlington Street, School Street	Shelter	Black	stop
BH	Darlington Street, Ring Road	Stop Pole	N/A	stop
BJ	Waterloo Road, Clarence Street	Shelter	Blue	stop
BK	Waterloo Road, Clarence Street	Stop Pole	N/A	stop
BL	Waterloo Road, Clarence Street	Stop Pole	N/A	stop
BM	Darlington Street, Beaties	Stop Pole	N/A	stop
BN	Lichfield Street, Art Gallery	Stop Pole	N/A	stop
BP	Lichfield Street, Art Gallery	Stop Pole	N/A	stop
CA	Victoria Street, Beatties	Shelter	Blue	stop
CB	Victoria Street, Beatties	Shelter	Blue	stop
CC	Victoria Street, Mandier Centre	Shelter	Blue	Stand
CD	Victoria Street, Salop Street	Shelter	Blue	Stand
CE	Victoria Street, Salop Street	Shelter	Blue	Stand
CF	Cleveland Street, Wulfrun Centre	Shelter	Blue	Stand
CG	Cleveland Street, Wulfrun Centre	Shelter	Blue	stand
CJ	Worcester Street, Ring Road	Shelter	Blue	stop
CK	Pitt Street, School Street	Shelter	Black	stand

Stop Code	Stop location	Shelter/Stop Pole	Colour of Shelter	Stand or Stop
CM	Peel Street, School Street	Shelter	Black	stop
CQ	Salop Street	Shelter	Black	stop
CR	School Street	Shelter	Black	stand
CS	School Street	Shelter	Black	stand
CT	Skinner Street	Stop Pole	N/A	Stand
CU	Victoria Street	Stop Pole	N/A	stop
PM	Tower Street	Shelter	Blue	Stand
A	Wolverhampton Bus Station	<p>This facility is within the West Midlands Combined Authority owned Wolverhampton Bus Station.</p> <p>Provision of these facilities and allocation of departure stands are covered by the West Midlands Combined Authority Bus Station User Agreement.</p> <p>Any operator of a bus or coach service that is registered as a local bus service which uses Wolverhampton Bus Station must be both signed up to the Wolverhampton City Centre Advanced Partnership and the West Midlands Combined Authority Bus Station User Agreement.</p> <p>In line with all West Midlands Combined Authority owned bus stations there is a charge levied on any bus or coach operator for use of this facility.</p>		
B	Wolverhampton Bus Station			
C	Wolverhampton Bus Station			
D	Wolverhampton Bus Station			
E	Wolverhampton Bus Station			
F	Wolverhampton Bus Station			
G	Wolverhampton Bus Station			
H	Wolverhampton Bus Station			
J	Wolverhampton Bus Station			
K	Wolverhampton Bus Station			
L	Wolverhampton Bus Station			
M	Wolverhampton Bus Station			
N	Wolverhampton Bus Station			
P	Wolverhampton Bus Station			
Q	Wolverhampton Bus Station			
R	Wolverhampton Bus Station			
S	Wolverhampton Bus Station			
T	Wolverhampton Bus Station			
U	Wolverhampton Bus Station			



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# **Schedule B**

## Service standards

## 1. SERVICE STANDARDS

1.1 **ALL** registered local bus services operating within the Scheme Area are required to participate in the scheme, unless excluded due to being:

- i) services which operate for the primary purpose of carrying schoolchildren or students between their home and a school or Further Education College at the start or finish of the day; or
- ii) Community Transport or Ring and Ride services which are restricted to use by pre-registered passengers only; or
- iii) an excursion, tour service, inter-urban or other agreed non-scheduled service with the exception of any Scheduled Coach Service which operates outside the requirements to register as a local bus service under the requirements contained in the Transport Act 1985; or
- iv) any National Rail (whether procured directly by them or via a Train Operating Company) which are not registered as a Local Service in accordance with Section 6 of the Transport Act 1985. However any operator of such a service **MUST** gain the permission from the West Midlands Combined Authority to use any of facilities specifically provided for this agreement; or
- v) any Midland Metro bus replacement service (whether procured directly by Midland Metro Ltd or the West Midlands Combine Authority) which are not registered as a Local Service in accordance with Section 6 of the Transport Act 1985. However any operator of such a service **MUST** gain the permission from the West Midlands Combined Authority to use any of facilities specifically provided for this agreement; or
- vi) any Local Services operating within the Scheme Area but which do not stop at any bus stop within the Scheme Area; or
- vii) exempt from the requirements of Part II, Regulation 3 of the Public Service Vehicle Accessibility Regulations 2000 (SI 1970 of 2000), by virtue of according with Part II, Regulation 4(1)(f) of those Regulations (vehicle being over 20 years old and not used to provide a local service or a scheduled service for more than 20 days in any calendar year, hereafter referred to as a "heritage vehicle"). However any operator of such a service **MUST** gain the permission from West Midlands Combined Authority to use any of facilities specifically provided for this agreement;

- viii) any service that has an allocated stop within the scheme area but also does not have any registered stops within a two kilometre straight line distance outside of the scheme boundary and is operated using a vehicle that meets the legal requirements of a coach.
- 1.2. Heritage vehicles will be exempt from the requirements of sections 1.5; 1.6; 1.7; 2.1; 2.3; 2.4; 2.6; 2.7; 2.4 and 2.5.2 of this Schedule B.
- 1.3. Any operators providing services that would be excluded from the scheme (as specified in above in Section 1.1) but wish to use the facilities provided by the Scheme may only use a bus stop (not a terminal stand, as specified in Schedule A) and would also be required to comply with the Slot Booking System in accordance with Schedule D.
- 1.4. Any other scheduled service using one or more bus stops within the Scheme Area will be required to participate in the Scheme and will be subject to the Slot Booking System, in accordance with Schedule D of the Scheme. Bus operators will not be able to register services with the Traffic Commissioner where the Traffic Commissioner Registration documentation for a service has a 'Hail and Ride' stopping arrangement within the Wolverhampton Town Centre Scheme Area.
- 1.5. All operators in the Scheme Area shall offer ticketing product(s) that permit passengers travelling into the Scheme Area to interchange between services interchanging within the Scheme Area to reach a final destination within the Scheme Area without the payment of a separate fare.
- 1.6. In line with the West Midlands Combined Authority's Integrated Passenger Information Strategy, by the first anniversary of the Scheme all vehicles operating within the Scheme Area must be fitted with equipment to provide locational data to West Midlands Combined Authority's Real Time Information system; such equipment must be maintained in working order and correctly configured at the start of each journey by the vehicle operated.
- 1.7. Each bus operator providing services in the Wolverhampton scheme area shall put in place a facility with the West Midlands Combined Authority for sharing data, in the form of a Data Sharing Agreement.
- 1.8. In the event of an emergency or serious disruption in the scheme area, which results in Police intervention to temporarily close roads, all operators agree to provide services to revised terminal points as guided by the Emergency Planning Group. The West Midlands Combined Authority will communicate such decisions and actions in accordance with the Communication Protocol (Schedule E) and coordinate the communication of any revised arrangements to passengers via appropriate media outlets, where possible including the Real Time Information displays.

## 2. VEHICLE STANDARDS

- 2.1 From the Commencement date, Local Services shall use fully accessible low floor buses with wheelchair ramps (fixed or portable), meeting the functional requirements of the Public Service Vehicle Accessibility Regulations 2000.
- 2.2 National monitoring of air quality that includes the wider West Midlands shows that diesel powered vehicles are currently one of the greatest contributors of nitrogen dioxide emissions. The European Union have imposed a duty on Member States under the EU Ambient Air Quality Directive to comply with limit values for various pollutants including nitrogen dioxide (NO<sub>2</sub>). The introduction of cleaner engined vehicles will provide a positive contribution towards efforts to improve air quality in the scheme area and also along the corridors along which the services operate and will provide an evidence base for the UK Government to demonstrate longer term, sustained compliance.
- 2.3 The following vehicle standards will therefore apply:

	<b>All Local Bus Vehicles</b>
<b>Sunday 30<sup>th</sup> September 2018</b>	<b>Euro III</b>
<b>Sunday 5<sup>th</sup> January 2020</b>	<b>Euro V</b>
<b>Sunday 3<sup>rd</sup> January 2021</b>	<b>Euro VI</b>

- 2.4 All services operating within the Scheme must comply with full Equality legislation and PSVAR accessibility as a minimum, unless mandated or exempted earlier by legislation. For vehicles operating on services defined in paragraph 1.1 (iii) these will not be required to meet requirements for fully accessible vehicles until 1<sup>st</sup> January 2020, but are subject to the Vehicle Emission Standards as defined in paragraph 2.3.
- 2.5 All vehicles operating within the Scheme Area must use daytime running lights at all times.
- 2.6 Route and Destination Displays
- 2.6.1 In line with the requirements of The Public Service Vehicles (Conduct of Drivers, Inspectors, Conductors and Passengers) (Amendment) Regulations 2002 (SI 2002, 1724), as amended, all Local Services must display an accurate route number and/or route name and ultimate destination indicators at all times.

- 2.6.2 All displays must comply with the legal standards set out in Schedule 2, Section 8 of the PSV Accessibility Regulations 2000, unless using temporary destination equipment, as set out in Section 2.6.3 below. All vehicles are to be fitted with electronic number and destination displays.
- 2.6.3 All temporary destination and number displays to comply with Sections 8(3)(a) and (b) of Schedule 2 of the PSV Accessibility Regulations 2000 and only be used as substitute for normal destination equipment in the event of an emergency.
- 2.7 Presentation
- 2.7.1 Vehicles must be well presented in good order, clean externally and internally without unpleasant odours, in appropriate finished livery, which clearly identifies either the bus operator or branded route. Internally, the operator must also provide their own contact details for bus users.
- 2.7.2 No vehicles are to be used which remain in a livery belonging to a previous operator under any circumstances or bear any previous operator's branding or other information.
- 2.8 Parked vehicles
- 2.8.1 Vehicle engines must be switched off at bus stands, where waiting time exceeds 2 minutes, unless there is an operational requirement for the vehicle to remain switched on.
- 2.9 All operators must provide the West Midlands Combined Authority and the Council, in an approved Excel spreadsheet format clearly identifying the operator, with a quarterly statement listing each bus by registration plate, fleet number, Euro emission standard, accessibility status (low floor to functional Equality legislation compliance), and real-time enabled. This is primarily to assist with the enforcement of bus priority facilities and the Scheme. Where a vehicle has had an engine or exhaust modification system fitted to achieve an improved emission standard then West Midlands Combined Authority will also require copies of the annual test certification that proves the vehicle is continuing to achieve the up rated emission standard.
- 2.10 **DRIVER STANDARDS**
- 2.1 Operators shall ensure bus drivers at all times drive in a safe, courteous and professional manner undertaking a duty of care to all bus passengers and other road users.
- 2.2 To ensure safety of passengers, drivers must not use hand-held mobile phones, consume food or drink or otherwise be distracted whilst driving.

- 2.3 All drivers must be provided with an appropriate uniform and operators shall use reasonable endeavours to ensure that this is worn on duty and maintained in a clean and tidy condition to promote a professional appearance.
- 2.4 Driver Training
- 2.4.1 Drivers operating Local Services within the Scheme Area should be fully briefed on the terms and objectives of the Scheme, be route trained and conversant and proficient in the use of ticketing equipment and all fares options when operating Local Services in the Scheme Area.
- 2.4.2 Operators shall ensure that at least 60% of drivers at each of their operating centres that serve the Scheme Area on Local Services have, or are working towards NVQ Level 2 training to include the mandatory units of Transporting Passengers by Road – Short Itineraries (currently TP1 to TP7 inclusive) plus the optional units “Provide Local Bus Services” (currently TP11) and “Operate Payment Systems” (currently TP8), or an agreed equivalent inclusive of diversity/disability awareness training, unless otherwise superseded or agreed by the West Midlands Bus Operator’s Panel and West Midlands Combined Authority.
- 2.4.3 To provide the West Midlands Combined Authority with an annual statement of the number and proportion of drivers qualified or receiving training (as specified in 2.4.2 above) operating on Local Services covered by the Scheme.
- 2.5 Passenger Assistance
- 2.5.1 Operators shall ensure drivers provide assistance to elderly or mobility impaired passengers when requested, for boarding or alighting and if so requested for them to remain stationary until such passengers are seated.
- 2.5.2 Drivers to assist passengers in wheelchairs by lifting or deploying ramp and if requested offer assistance in accordance with the PSV (Conduct of Drivers, Inspectors, Conductors and Passengers) (Amendment) Regulations 2002.
- 2.5.3 If requested, drivers should enable sitting passengers who require assistance to remain seated until the bus has come to a stop before alighting.
- 2.6 Operators must ensure drivers do not smoke at any time on board a bus and to use reasonable endeavours to enforce a smoking prohibition for all passengers on Local Services.

### **3. CUSTOMER CARE STANDARDS**

#### 3.1 Customer Care

- 3.1.1 Operators shall ensure that passengers on a bus which has become immobilised are transferred safely on to a replacement vehicle or alternative local service within 60 minutes of breakdown occurrence.
- 3.1.2 Operators shall be in attendance of broken down buses and use reasonable endeavours to remove any obstacle from the highway within 60 minutes of any breakdown occurrence.
- 3.1.3 All operators operating Local Services within the Scheme Area to have an established complaints procedure and to respond to customer correspondence within 10 working days of receipt.

### **4. NETWORK PERFORMANCE**

- 4.1 With the exception of Scheduled Coach Services, changes to routes and timetables shall only be made on the agreed Service Change Dates, in order to maintain network stability, unless there are exceptional circumstances which have been agreed in advance with the West Midlands Combined Authority. Reference should be made to Appendix D1 of the Slot Booking System.
- 4.2 All Local Bus Service Registrations, whether new or variations, must be undertaken in line with the process set out in Schedule D, Slot Booking System.
- 4.3 The West Midlands Combined Authority and the Council will continue to work with operators to improve punctuality and reliability through voluntary multi-lateral agreements outside the town centre.

### **5. INFORMATION STANDARDS**

- 5.1 No temporary notices of any description are to be fixed to any bus stop or information pole, without the prior approval of the West Midlands Combined Authority. The real-time displays can be used to display service disruption details if required.

### **6. ENFORCEMENT**

- 6.1 Any complaints and enforcement will follow the protocol as set out in Section 8 of The Scheme.



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# **Appendix B1**

## Bus Operators Undertaking

# **WOLVERHAMPTON CITY CENTRE** **ADVANCED QUALITY PARTNERSHIP SCHEME**

**UNDERTAKING IN ACCORDANCE WITH SECTION 118(4) OF THE TRANSPORT ACT  
2000**

**TO: PRIVATE & CONFIDENTIAL**

**Senior Team Leader, PSV Operator Licensing**

Hillcrest House  
386 Harehills Lane  
Leeds  
LS9 6NF

**FROM:**

**{Operator Legal Name}**

**{Operator Licence Number}**

**{Address}**

The above named operator hereby undertakes to provide Local Services to the standards and requirements specified in the Scheme when using the Facilities. The traffic commissioner can impose a penalty or sanction for any failure to meet the standards. Currently the penalty can be up to £550 for every vehicle the operator has licenced and/or the traffic commissioner can place a condition on the licence prohibiting the operator from running certain local services or local services of any description.

All terms used in this undertaking have the same meaning as those set out in the Wolverhampton Advanced Quality Partnership Scheme as made on **1<sup>st</sup> July 2018** and that will come into operation on **Sunday 30<sup>th</sup> September 2018**.

**SIGNED**

**{Company Officer Signature}**

**{Company Officer Name}**

**{Date Signed}**

**COPY OF COMPLETED FORM MUST AT THE SAME TIME BE SUBMITTED TO:**  
**Network Delivery Team (Wolverhampton City Centre AQPS)**  
**West Midlands Combined Authority, 16 Summer Lane, Birmingham, B19 3SD**

# **Appendix B2**

## Ticketing Schemes

## **Appendix B2 – Ticketing schemes**

The West Midlands Combined Authority is working in partnership with operators to develop and introduce Smartcard multi operator ticketing products to create an integrated public transport offer between the bus, rail and metro modes. The West Midlands Combined Authority will work with operators to create where possible such ticketing products that do not create a financial penalty to the user who has to change buses within the AQPS area to access their final destination.

## **Schedule C**

Facilities provided by West Midlands Combined  
Authority and Wolverhampton Metropolitan  
Council

## **1. Bus Priority**

### **1.1 Slot Booking System**

The West Midlands Combined Authority will manage the Slot Booking System in accordance with Schedule D to the scheme.

1.2 City of Wolverhampton Council will maintain the relevant Traffic Regulation Orders and Bus Lanes within the scheme area. This will both facilitate the operation and enforcement of the scheme.

1.3

1.4 Wolverhampton Metropolitan Council will maintain the relevant Traffic Regulation Orders and Bus Lanes within the scheme area. This will both facilitate the operation and enforcement of the scheme.

### **1.5 Bus Stands and Bus Stop Clearways**

1.5.1 At the Commencement Date, within the Scheme Area there will be 70 bus stops, including 19 bus stands at Wolverhampton Bus Station. As part of the Slot Booking System (pursuant to Schedule D of the Scheme), all bus stops within the Scheme Area will be designated into an appropriate category and will be defined as either:-

- (a) "Bus Stand Clearway"
- (b) "Bus Stop Clearway"
- (c) "Bus Stop Clearway (Non-Regulated)"

on the basis set out in the Slot Booking System.

1.5.2 Bus Stop Clearways and Bus Stand Clearways will be provided at all stops, save to the extent that this is not possible due to loading and unloading requirements for local businesses, as specified in Schedule A (Infrastructure) to this Schedule C.

1.5.3 Where a Bus Stop Clearway or Bus Stand Clearway has been provided these will only permit use by Local Services, unless otherwise authorised by the Council.

1.5.4 In accordance with Schedule 19 of the Traffic Signs Regulations and General Directions 2002 (SI 2002/3113) including any relevant subsequent updates to these Regulations, all Bus Stand Clearways and Bus Stop Clearways will be defined on the following basis:-

- (a) all "Bus Stand Clearways" will be designated with a maximum layover of either 5 or 10 minutes, as specified in Schedule A to this Schedule C.
- (b) all "Bus Stop Clearways" will be designated with a maximum layover of 2 minutes, as specified in Appendix

Schedule A to this Schedule C in accordance with regulation 3 (a) of The Traffic Signs Regulations and General Directions 2002/3113.

## **2. INFRASTRUCTURE**

### 2.1 Bus Shelters, Shelter cases and Seating

- 2.1.1 Appendix C1 sets out the specification for bus stops in the Scheme Area. Subject to site and usage limitations, a bus shelter will be provided at bus stops within the Scheme Area, as detailed in Schedule A.

## **3. PASSENGER INFORMATION**

- 3.1 The specification for the provision of passenger information at each stop is set out in Appendix C2, covering items such as the display of service numbers, provision of timetable information and display of other public transport-related information.

### 3.2 Real-Time Electronic Displays

- 3.2.1 The electronic display will show either “real time” or chronological scheduled information for all Local Services using the relevant bus stand or bus stop.
- 3.2.2 The West Midlands Combined Authority can add messages to the electronic displays within the Scheme Area, which can provide useful travel information relating to various one-off network changes – stops, services, fares, roadworks, delays etc. The facility for bus operators to contact the West Midlands Combined Authority to add planned messages is available.

## **4. OTHER FACILITIES**

### 4.1 Bus Passenger Surveys

- 4.1.1 The West Midlands Combined Authority will undertake regular studies to monitor customer satisfaction with bus services in Wolverhampton.
- 4.1.2 The information will also be presented to operators at the Wolverhampton Bus Quality Partnership meetings.

## **5. MONITORING, ENFORCEMENT AND MAINTENANCE**

### 5.1 Enforcement of Bus Stands and Bus Stop Clearways

- 5.1.1 The Council is responsible for civil parking enforcement and the enforcement of bus lane contraventions. With effect from the



Commencement Date, all of the bus stands and bus stop clearways will be enforced by the Civil Enforcement Officers, who are deployed on behalf of the Council.

- 5.1.2 The Civil Enforcement Officers may issue a Penalty Charge Notice if the restrictions detailed in 1.5.4 above are contravened. The Penalty Charge Notice is £50.00, which is discounted to £25.00 if it is paid within 14 days from the date of issue of the Penalty Charge Notice.
  - 5.1.3 The West Midlands Combined Authority will liaise with the Council regarding persistent problems with contraventions by other vehicles of bus stand and bus stop clearways. Any problems experienced by operators can be notified to the West Midlands Combined Authority for monitoring.
- 5.2 The West Midlands Combined Authority will monitor the operation of bus services in the Wolverhampton scheme area, which will include monitoring vehicles and services operating within scheme area for their compliance with the terms of the AQPS. Non-compliance will be dealt with as set out in section 7 of The Scheme.

# **Appendix C1**

## **Bus stop specification**

## Appendix C1 - Bus Stop Specification

Information pole	<p>As detailed in Schedule A:</p> <ul style="list-style-type: none"> <li>▪ Alighting-only bus stops will be provided with a bus stop pole and flag, with wording indicating that services cannot be boarded at that location.</li> <li>▪ Boarding bus stops will be provided with a bus stop flag incorporating service numbers, timetable information and, if applicable, real-time information and mapping.</li> </ul>
Shelter	<ul style="list-style-type: none"> <li>▪ Provided at Bus Stops and Bus Stands as detailed in Schedule A.</li> <li>▪ Size and orientation of shelter provided dependent on site conditions.</li> <li>▪ All shelters will be illuminated.</li> <li>▪ All shelters will include seating provision (subject to site conditions).</li> </ul>
Real-time	<ul style="list-style-type: none"> <li>▪ Electronic Display provided at Bus Stops and Bus Stands as specified in Schedule A, incorporated within the bus stop totem.</li> <li>▪ Real-time or scheduled information displayed</li> </ul>
Raised kerbs	<ul style="list-style-type: none"> <li>▪ Minimum standard kerb height provided at Bus Stops and Bus Stands within the Scheme Area will be 120mm, with an acceptable height of 140mm, and a maximum height of 160mm</li> </ul>
Maintenance	<ul style="list-style-type: none"> <li>▪ As detailed in Appendix C3.</li> </ul>
Bus Stand Clearway/Bus Stop Clearway	<ul style="list-style-type: none"> <li>▪ Provided at Bus Stops and Bus Stands as detailed in Schedule A.</li> <li>▪ If provided, will be in accordance with The Traffic Signs Regulations and General Directions 2002.</li> </ul>

# **Appendix C2**

## Passenger information specification

## Appendix C2 – Passenger information specification

Bus Stop Plate	The West Midlands Combined Authority shall display at any bus stand or bus stop a service name/number for each Local Service that uses such bus stand or bus stop, and this will be maintained under West Midlands Combined Authority’s Information Recharging Scheme.
Timetable Information	The West Midlands Combined Authority shall display their “service information” in the timetable cases, with the services shown displayed in the format “times departing from that stop” together with a route summary which details the main areas served by the service.
Real Time Information (RTI)	Where an RTI display is provided, this will display either “real time” or chronological scheduled information for all Local Services using the relevant bus stand or bus stop.

# **Appendix C3**

## Maintenance of Facilities

## **Appendix C3 – Maintenance of facilities**

### **1. Bus Shelters, Information Panels and Seating, Bus Stop Totems and Poles/flags**

#### **Responsibility: West Midlands Combined Authority's Shelter Maintenance Contractor**

- 1.1 All shelters and totems within the Scheme Area will be inspected and cleaned at least once a week. Totems are additionally inspected whenever a service needs to be added, removed or amended.
- 1.2 Graffiti and flyposters are removed within three working days of notification to West Midlands Combined Authority.
- 1.3 Routine repairs, including the replacement of lamps and fluorescent tubes are conducted within 2 working days following notification to West Midlands Combined Authority. Non routine repairs are conducted within 5 working days of notification.
- 1.4 Where damage has occurred that requires urgent attention due to a danger to traffic, pedestrians or property the West Midlands Combined Authority will respond within 4 working hours for faults reported to and received between 0730 and 1800 hours on working days and by noon on the next working day for faults reported to and received by the company between 1800 and 0730 hours on non-working days.

### **2. Real Time Information Electronic Displays**

#### **Responsibility: The West Midlands Combined Authority's Real Time Information team**

- 2.1 Electronic real-time displays will be visually checked and cleaned at least once a week, as part of the shelter and totem cleaning regime
- 2.2 Routine repairs are conducted within 5 working days following notification to the West Midlands Combined Authority.
- 2.3 Where the display maintenance contractor cannot identify a fault, the display will be replaced.
- 2.4 Where damage has occurred that requires urgent attention due to a danger to traffic, pedestrians or property, the West Midlands Combined Authority will respond within 4 working hours for faults reported to and received between 0730 and 1800 hours on working days and by noon on the next working day for faults reported to and received between 1800 and 0730 hours on non-working days.

### **3. CCTV Equipment in Shelters**

#### **Responsibility: The West Midlands Combined Authority**

CCTV cameras will be visually checked at least once a week and will be cleaned at least once a month. Each camera will be given a maintenance inspection every three months, with a full service twice a year to coincide with the changing of clocks between winter and summer times.

- 3.1 All repairs are conducted within five working days following notification to West Midlands Combined Authority.

### **4. Electrical Supplies to Infrastructure**

#### **Responsibility: Nominated Electricity Supplier**

- 4.1 If for any reason a fault lies with the electricity supply to any of the infrastructure, then the fault will be reported to the nominated electricity supplier. The responsibility in these circumstances is therefore out of the control of the West Midlands Combined Authority.



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# **Schedule D**

## Slot booking system

## Schedule D - Slot Booking System

### DEFINITION OF THE SLOT BOOKING SYSTEM FOR BUS STOPS IN WOLVERHAMPTON CITY CENTRE

#### 1. DEFINITIONS & INTERPRETATION

These provisions relate to Regulated Bus Stops within Wolverhampton City Centre, as covered by the AQPS. For the purposes of this schedule the following words shall have the following meanings (words previously defined retain those meanings but may have further specific additional meanings below):-

<b>"Bus Stand Clearway"</b>	means a Regulated Bus Stop used for terminating services as detailed in Schedule D;
<b>"Bus Stop"</b>	means each bus stopping point within the AQPS area that is marked by a bus stop flag sign and listed in Schedule A;
<b>"Bus Stop (Not Clearway)"</b>	means a Bus Stop that is not regulated and is intended for bus services operating through the stop rather than terminating at it, as specified in Schedule A.
<b>"Bus Stop Cage"</b>	means the marked area on the carriageway to accommodate buses standing at a Bus Stop Clearway or Bus Stand Clearway;
<b>"Bus Stop Clearway"</b>	(Regulated or Non-Regulated) means a Bus Stop intended for use by services operating through the stop rather than terminating at it;
<b>"Departure"</b>	means either a) a scheduled in-service departure from a Bus Stop or b) any out-of service movement away from a bus stop in those instances where there is no scheduled in-service departure but there has been a scheduled in-service arrival at the bus stop and that journey has terminated there;
<b>"Departure Slot"</b>	means an allotted period of time in which a bus operator can occupy a bus stand in order to take up a scheduled departure, as more specifically set out in paragraphs 3 and 4;
<b>"Non-Regulated Bus Stops"</b>	normally function as stops on the final inbound approach to the city centre, at which the overwhelming majority of passengers will be alighting from rather than boarding the buses serving the stop. Any other Bus Stop that is not

	specifically defined as a Regulated Bus Stop or as a Bus Stand is defined as a “Non-Regulated Bus Stop” in Schedule A and has no limit on the number of departures permitted from that stop in any operating period. Layover is not permitted at any Non- Regulated Bus Stop.
<b>“Regulated Bus Stop”</b>	means any Bus Stop within the AQPS area specified as a Regulated Stop in Schedule A at which the number of departures in each hour is limited. Layover is not permitted at any Regulated Bus Stop.
<b>“Service”</b>	means a service provided along the same route by one operator and denoted by a single service number or service name. This will include any minor variations of the same service as denoted by a prefix or suffix attached to the basic service number or service name.
<b>“Slot Booking Area”</b>	Is the specific area within the wider scheme area where West Midlands Combined Authority allocate departure slots
<b>“Stop Code”</b>	means the alpha-numeric reference code applied to each bus stop within Wolverhampton City Centre.
<b>“Stop Group”</b>	means a group of bus stands or bus stops, usually along the same side of the same street that share the same alphabetic character of their stop code.
<b>“Terminus Stand”</b>	means a bus stand designated or recognised as the main timing point in the Scheme area for a service or group of services.

## **2. GENERAL PRINCIPLES**

2.1 There will be 4 basic types of stop within the Scheme Area:

2.1.1 Bus Stands for terminating services;

2.1.2 Regulated Bus Stops for through services (with a maximum 60 departures in each hour);

2.1.3 Non-regulated Bus Stops for through services, where operators must comply with the terms of any Bus Stop Clearway and shall, in any event, not layover at a Non-Regulated Bus Stop for longer than 2 minutes.

- 2.1.4 A departure slot allocated and agreed with the WMCA Bus Station Manager at Wolverhampton Bus Station
- 2.2 All departures on the same service, provided by the same operator, must observe the same Bus Stop for all departures and cannot be split over 2 or more stops within the same Stop Group.
- 2.3 Each service, provided by the same operator, must only observe up to one Bus Stand within the AQPS area other than the West Midlands Combined Authority controlled bus station.
- 2.4 Each service, provided by the same operator, may observe only one Regulated Bus Stop per direction on any road.

### **3. DEFINITION OF A DEPARTURE SLOT AT A REGULATED BUS STOP**

- 3.1 At Regulated Bus Stops there will be no specifically defined start and end time for a departure slot but the number of departures in any hour should be kept at or below the stated limit of 60 departures.
- 3.2 Operators should recognise it as in their operational interest to distribute departures evenly with buses leaving the stop at no less than a one-minute scheduled interval.

### **4. DEFINITION OF A DEPARTURE SLOT AT A BUS STAND**

- 4.1 Each single Bus Stand has up to 15 Departure Slots available in any hour and a double Bus Stand up to 30 Departure Slots per hour. WMCA may consider requests from one or more operators to provide a higher number of departures per hour from a Bus Stand if it is deemed by WMCA to be in the passengers' interest; such requests will only be considered on the basis that the group of stands (as set out in Schedule A) would not exceed its total capacity and WMCA reserves the right to reject the request (subject to the prescribed appeals process).
- 4.2 A departure slot will be allocated for a 4-minute period thus giving 15 departures on a single stand and 30 departures on a double stand. Operators can schedule their service to depart at any time within the 4 minute departure slot. Operators should recognise it as in their operational interest to distribute departures evenly with buses leaving the stop at no less than a 3-minute scheduled interval for a single terminal stop or a 2-minute scheduled interval for a double terminal stop but within the overall limit on the number of departures per stop per hour.
- 4.3 Buses may leave the Bus Stand at any time within a Departure Slot, so long as the waiting time prior to that departure does not overlap into a preceding 4-minute Departure Slot (where it was booked by another service).

4.4 Engines should be switched off (within reason) where waiting time exceeds 2 minutes.

4.5 Vehicles should not be left unattended on a bus stand without a driver at any time.

## 5. ALTERNATIVES

5.1 It may not always be possible to accommodate a new service at the operator's preferred stop and other stopping points may need to be considered in such a situation.

5.2 As well as Bus Stands, Bus Stops may be available for new services to use (within the stated departure criteria that apply there)

### 5.3 REGISTRATION WITH TRAFFIC COMMISSIONER AND MAKING A SLOT BOOKING WITH WMCA

5.4 Operators are required to register changes to bus services with the Traffic Commissioner with 56 days' notice, as defined by the Transport Act 1985.

5.5 Before submitting an Application to Register a Bus Service (PSV350) or an Application to Change a Local Service Registration (PSV355) or by way of the electronic alternative, for a service change effective within the Scheme area, with the Traffic Commissioner, the bus operator **must provide WMCA with a draft timetable**, including which Bus Stops or Bus Stands (using the stop reference code as detailed in Schedule A) are wished to be used, **a minimum of 10 working days in advance of submitting such an application to the Traffic Commissioner**. Appendix D1 provides details of Service Change Dates

5.6 For any Scheduled Coach Service, operators will need to provide WMCA with a draft timetable which will include the required stopping points, giving a minimum of 28 working days notice to WMCA, in advance of the introduction or change to service.

5.7 WMCA will then confirm if, in accordance with the Slot Booking System, the proposed slots are available for the operator to use and, if not, which alternative slots are available for the operator to register.

5.8 All applications to register or change a Local Service Registration which are submitted to WMCA must include a full working timetable, showing the times of all departures from each particular stop for the proposed service, even if the service is operated at frequent intervals of 10 minutes or better.

5.9 For Regulated Bus Stops, WMCA will ensure that each new service will not exceed the departure limit of that stop.

- 5.10 Where an incumbent service is present at a Bus Stand or Regulated Bus Stop it will take precedent over a new service that is seeking to take up a slot at the Bus Stand or regulated Bus Stop.
- 5.11 To determine, for the purposes of paragraph 6.6, incumbency at a Bus Stand or Regulated Bus Stop, services will be ranked in terms of the first date of registration for that service with the Traffic Commissioner at its current headway (with earlier registrations taking priority over more recent registrations). Temporary registrations for minor amendments of durations of eight weeks or less shall not count towards the incumbency consideration.
- 5.12 If a service is to introduce more departures from a Bus Stand or Regulated Bus Stop then it can do this until all available slots on that Bus Stand are taken. Once no vacant slots remain, it is up to the service that is being increased to either: - (a) locate to an alternative bus stand where the required slots are available for use; or (b) for another service from the existing stand to be located to an alternative stand (this could only be done with the agreement of any other operator using the same Stand). Written evidence of agreement to relocate the other service will be required before this option can be considered by WMCA.
- 5.13 Where prior to the commencement of the Scheme two or more services have registered the same scheduled Departure Slot from a Bus Stand within the Scheme Area, all operators other than the first operator to have registered their service at such Bus Stand with such departure time shall, as soon as reasonably practicable, re-register their service either with an alternative Departure time or at an alternative Bus Stop in accordance with this paragraph 6.
- 5.14 Information supplied in applying for departure slots will be treated as confidential and will not be made available to third parties unless required to do so by law.

## **6. SLOT BOOKING MONITORING**

- 6.1 WMCA and the Council will monitor adherence by operators to their booked slots at all stops. Systematic contraventions will be raised with the operator in line with the agreed enforcement process, and subject to the stated Appeals Process.
- 6.2 Monitoring may take from the form of personal observations, surveys commissioned by WMCA and/or the Council, or through the use of CCTV or Real Time Information systems.

## **7. APPEALS PROCESS**

- 7.1 An appeal may be made against any decision regarding the Slot Booking System, in accordance with the Appeals Process as set out in The Scheme.

# **Appendix D1**

## Service Change and Slot Booking Dates



## Appendix D1 – Service Change and Slot Booking Dates

Service change dates for 2017 & 2018, with associated cut-off dates for requests for amended departure slots.

NSP No.	MONTH	REGISTRATION DATE	DATABASE CUT-OFF	DATE OF IMPLEMENTATION	TARGET POSITION DATE	COMMENTS
NSP 102	Jan-17	06-Nov-16	09-Dec-16	01-Jan-17	08-Jan-17	School term starts
NSP 103	Feb-17	01-Jan-17	03-Feb-17	26-Feb-17	05-Mar-17	End of half term holiday
NSP 104	Apr-17	26-Feb-17	31-Mar-17	23-Apr-17	30-Apr-17	TfWM contract change date
NSP 105	May-17	02-Apr-17	05-May-17	28-May-17	04-Jun-17	Rail Timetable Change Weekend
NSP 106	Jul-17	28-May-17	30-Jun-17	23-Jul-17	30-Jul-17	School term finishes
NSP 107	Sep-17	09-Jul-17	11-Aug-17	03-Sep-17	10-Sep-17	School term starts
NSP 108	Sep-17	30-Jul-17	01-Sep-17	24-Sep-17	01-Oct-17	University term starts (Coventry)
NSP 109	Oct-17	27-Aug-17	29-Sep-17	22-Oct-17	29-Oct-17	TfWM contract change date
NSP 110	Jan-18	13-Nov-17	16-Dec-17	08-Jan-18	15-Jan-18	School term starts
NSP 111	Feb-18	31-Dec-17	02-Feb-18	25-Feb-18	04-Mar-18	End of half term holiday
NSP 112	Apr-18	25-Feb-18	30-Mar-18	22-Apr-18	29-Apr-18	TfWM contract change date

NSP No.	MONTH	REGISTRATION DATE	DATABASE CUT-OFF	DATE OF IMPLEMENTATION	TARGET POSITION DATE	COMMENTS
NSP 113	May-18	25-Mar-18	27-Apr-18	20-May-18	27-May-18	Rail Timetable Change Weekend
NSP 114	Jun-18	15-Apr-18	18-May-18	10-Jun-18	17-Jun-18	Signature Bus Network Review
NSP 115	Jul-18	27-May-18	29-Jun-18	22-Jul-18	29-Jul-18	School term finishes
NSP 116	Sep-18	08-Jul-18	10-Aug-18	02-Sep-18	09-Sep-18	School term starts
NSP 117	Sep-18	29-Jul-18	31-Aug-18	23-Sep-18	30-Sep-18	University term starts (Coventry)
NSP 118	Oct-18	02-Sep-18	05-Oct-18	28-Oct-18	04-Nov-18	TfWM contract change date
NSP 119	Jan-19	11-Nov-18	14-Dec-18	06-Jan-19	13-Jan-19	School term starts
NSP 120	Feb-19	30-Dec-18	01-Feb-19	24-Feb-19	03-Mar-19	End of half term holiday
NSP 121	Apr-19	03-Mar-19	05-Apr-19	28-Apr-19	05-May-19	TfWM contract change date
NSP 122	May-19	24-Mar-19	26-Apr-19	19-May-19	26-May-19	Rail Timetable Change Weekend
NSP 123	Jul-19	26-May-19	28-Jun-19	21-Jul-19	28-Jul-19	School term finishes
NSP 124	Sep-19	07-Jul-19	09-Aug-19	01-Sep-19	08-Sep-19	School term starts

Service Change Dates for subsequent years have yet to be agreed.

**Any request for revised departure slots must be made at least two weeks before submission of registrations to Traffic Commissioner. Registrations without signed-off slot requests are likely to be refused.**

# **Schedule E**

## Communications protocol

## **Schedule E – Communications protocol**

### **DEFINITION OF A PROTOCOL FOR THE DISSEMINATION TO OPERATORS OF CRITICAL INFORMATION RELATING TO WOLVERHAMPTON**

#### **1. Aim**

- 1.1 This protocol aims to clearly set out the preferred method of communication between West Midlands Combined Authority, City of Wolverhampton Council and bus operators covered by the Scheme, in relation to incidents in the Wolverhampton Scheme Area that may impact on the operation of bus services.

It does not replace or overrule any other established communication plans, but sets out the communication methods used for specific events.

#### **2. Events covered**

The protocol is anticipated to be used in cases of events such as:

- emergency road closures
- unavailability of bus stops
- need for service diversions
- future planned unavailability of facilities

#### **3. Methods of communication**

- 3.1 If it is necessary to pass information quickly to all operators, the West Midlands Combined Authority will co-ordinate the dissemination of notices by email. Notifications provided by City of Wolverhampton Council will also be channelled through the West Midlands Combined Authority, to ensure that all parties are aware of the communication and that a co-ordinated response and support can be provided.
- 3.2 It is therefore imperative that all operators provide the West Midlands Combined Authority with an email address that is regularly checked by the operator.
- 3.3 Emails can be sent to the West Midlands Combined Authority at QPS@TfWM.org.uk. This inbox is regularly checked and any emails will be dealt with as appropriate. Emails relating to the Scheme or town centre issues should not be sent to a specific individual, the use of the address above will allow the most appropriate member of the team to deal with the query, regardless of individual staff availability.
- 3.4 Written communications to the West Midlands Combined Authority or City of Wolverhampton Council should be sent to the addresses stated in Section 8 of The Scheme.





West Midlands Combined Authority  
16 Summer Lane  
Birmingham  
B19 3SD



City of Wolverhampton Council  
Civic Centre  
St. Peter's Square  
Wolverhampton  
WV1 1SH



**WEST MIDLANDS**  
COMBINED AUTHORITY

## Transport Delivery Committee

<b>Date</b>	8 January 2018
<b>Report title</b>	Safe and Sustainable Travel Portfolio Summary
<b>Accountable Chief Executive</b>	Laura Shoaf, Managing Director, TfWM 0121 214 7444 laura.shoaf@tfwm.org.uk
<b>Accountable Employee</b>	Claire Williams, Sustainable Travel Manager, TfWM 0121 214 7984 claire.williams@tfwm.org.uk
<b>Report has been considered by</b>	Councillor Diana Holl-Allen, Lead Member Safe and Sustainable Transport

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

**Transport Delivery Committee is recommended to:**

1. Note the summary on of the Safe and Sustainable Travel portfolio.

## **1.0 Purpose**

1.1 To outline the work on the Safe and Sustainable Travel Portfolio.

## **2.0 Background**

2.1 The Safe and Sustainable Travel Portfolio focuses on the delivery of sustainable travel initiatives, plans environmental and sustainable priorities for WMCA and programmes delivered by the Safer Travel Team. Work on equalities and inclusion in public transport is also included in this portfolio.

2.2 The West Midlands Cycling Charter outlines the key principles that all partners, including the seven constituent Local Authorities, have adopted to deliver the required step change in cycling across the West Midlands Metropolitan area. It represents a shared vision and approach that will increase cycling levels across the West Midlands.

2.3 A detailed Action Plan was outlined in September 2015 and is currently being delivered with the target of increasing levels of cycling to 5% of all trips by 2023 from the current levels of 1.7% (Census Data, 2011). An updated Action Plan has been approved by the Strategic Transport Officers Group.

2.4 The Cycling Charter is based on the following four principles:

- Leadership and Profile
- Cycling Network
- Promoting and Encouraging Cycling
- Funding.

2.5 The Safer Travel Partnership consists of just over 100 staff brought together from a number of organisations including TfWM, West Midlands Police, British Transport Police, operators and private security companies. Managed through TfWM, the Partnership has the main objectives of delivering the Safer Travel Plan, reducing/managing crime levels on public transport and making passengers feel safe.

2.6 The Safer Travel Partnership is nationally unique and has received National and European praise for its innovative crime reduction methods and for bringing together a range of partners to deliver the results. The Safer Travel Partnership utilises deployment models such as SARA (Scan, Analyse, Respond, Assess) and POP (Problem Orientated Policing), following the Police National Intelligence Model (NIM). This approach has ensured that the right resource is in the right place, at the right times, doing the right things to reduce crime and make passengers feel safer.

2.7 Environmental priorities for the region are developed by the Sustainability and Programmes Team at WMCA. Their objective is to reduce Carbon footprint calculated by looking at waste, water, travel, energy by the organisation.

2.8 The Equalities and Diversity Manager oversees equalities and accessibility issues within hiring practices and services at WMCA/TfWM. Each report presented to the boards of WMCA (e.g. Transport Delivery Committee, WMCA, Strategic Transport Officers Group) includes a statement on equalities and diversity to ensure programmes of work are inclusive and



accessible to all. A response was also provided on behalf of WMCA on the DfT Accessible Travel Report. Of particular concern was accessibility at unmanned rail stations.

## 2.9 Safe and Sustainable Travel Members Group Monthly Meetings Forward Plan

Date	Theme
Oct 9 2017	Safer Travel TDC report (being presented at Nov TDC) DfT Accessible Travel Report
Nov 6 2017	Cycling Charter Progress Report (being presented at Dec TDC)
Dec 4 2017	Sustainability Strategy
Jan 8 2018	Youth Employment Initiative
Feb 5 2018	Accessible Transport report (presented at TDC in March)
Mar 5 2018	Smarter Choices
Apr 9 2018	Safer Travel Report (being presented at May TDC)
May 14 2018	Cycling Charter Progress Report (being presented at June TDC) and Sustainability
June 11 2018	Equalities and Inclusion in Public Transport

2.10 Biannual reports are submitted to TDC by Safer Travel and Cycling Charter progress. Both reports have been presented for the second quarter of 2017/18 financial year.

## 3.0 Financial Implications

3.1 There are no direct financial implications as a result of this report.

## 4.0 Legal implications

4.1 There are no immediate legal implications flowing from this report.

## 5.0 Equalities implications

5.1 The Cycling Charter Action Plan does not result in any negative disproportionate impact for any of the protected characteristics. However, cycling nationally (and regionally) is unequal with cyclists more likely being male, young, non-disabled and white. To address such inequalities and improve wider participation and representation there needs to be a stronger focus on the creation of more inclusive cycling environments (both in terms of infrastructure and cycling route choices) that can cater for bikes of all sizes, including tricycles, trailers and tandems and for all different types of cyclists. Moreover, promotion of cycling activities and opportunities needs to be reflective of the diversity of the region, both in terms of the images used and the way information is disseminated and communicated to West Midlands residents.

5.2 Some people with special needs or physical disabilities may be able to benefit from programmes in the region that use adapted bicycles and they are referred to the organisations that deliver these. Wheels for All is an initiative organised by Cycling Projects in various locations across the UK including the West Midlands (Coventry, Birmingham and Solihull).

## 6.0 Other implications

- 6.1 Increasing cycling and walking helps improve public health, air quality, reduce carbon emissions and reduces overall noise pollution.

**TRANSPORT DELIVERY COMMITTEE**

<b>COMMITTEE MEETING</b>		<b>REPORT AND AUTHOR</b>	<b>AGENDA SETTING MEETING</b>	
<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>
5 February 2018	25 January	<ul style="list-style-type: none"> <li>• <b>Rail Business Update</b> Steve McAleavy (Babs Spooner)</li> <li>• <b>Swift Delivery Update</b> Steve McAleavy (Matt Lewis)</li> <li>• <b>Metro Rolling Stock</b> Phil Hewitt (Chris Haworth)</li> <li>• <b>Metro Public Service Contract</b> Phil Hewitt (Carl Williams)</li> <li>• <b>Chiltern Partnership Agreement</b> Malcolm Holmes (Babs Spooner)</li> <li>• <b>Virgin Partnership Agreement</b> Malcolm Holmes (Babs Spooner)</li> <li>• <b>Finance Lead Member Report</b> Councillor Richard Worrall</li> <li>• <b>Rail &amp; Metro Lead Member Report</b> Councillor Roger Horton</li> </ul>	22 January	18 January
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></li> </ul>	19 February	15 February

**TRANSPORT DELIVERY COMMITTEE**

<b>COMMITTEE MEETING</b>		<b>REPORT AND AUTHOR</b>	<b>AGENDA SETTING MEETING</b>	
<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(Richard Mayes) • <b>Customer Infrastructure Update</b> Steve McAleavy (Andy Thrupp) • <b>Financial Monitoring Report</b> Sean Pearce (Linda Horne) • <b>Capital Programme Delivery Monitoring Report</b> Laura Shoaf (Sandeep Shingadia) • <b>WMHE Update</b> Phil Hewitt (Peter Adams) • <b>Congestion/Air Quality Lead Member Report</b> Councillor Philip Davis • <b>Sprint Lead Member Report</b> Councillor Timothy Huxtable		
9 April 2018	28 March	• <b>Bus Business Update</b> Steve McAleavy (Edmund Salt) • <b>Passenger Information Delivery Update</b> Mike Waters (Chris Lane) • <b>Park and Ride Update</b> Malcolm Holmes (Peter Sargant)	26 March	23 March

**TRANSPORT DELIVERY COMMITTEE**

<b>COMMITTEE MEETING</b>		<b>REPORT AND AUTHOR</b>	<b>AGENDA SETTING MEETING</b>	
<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>
14 May 2018	2 May	<ul style="list-style-type: none"> <li>• <b>Rail Business Update</b> Malcolm Holmes (Babs Spooner)</li> <li>• <b>Safer Travel Update</b> Steve McAleavy (Mark Babington)</li> <li>• <b>Bus Alliance Update</b> Steve McAleavy (Edmund Salt)</li> <li>• <b>Financial Monitoring Report</b> Sean Pearce (Linda Horne)</li> <li>• <b>Capital Programme Delivery Monitoring Report</b></li> <li>• <b>Midlands Connect Update</b> Maria Machancoses</li> </ul>	30 April	25 April
11 June 2018	31 May	<ul style="list-style-type: none"> <li>• <b>Metro Business Update</b> Phil Hewitt (Sophie Allison)</li> <li>• <b>Cycling and Walking Update</b> Sandeep Shingadia (Claire Williams)</li> <li>• <b>Customer Services Performance Update</b> Steve McAleavy (Sarah Jones)</li> </ul>	25 May	22 May

**TRANSPORT DELIVERY COMMITTEE**

<b>COMMITTEE MEETING</b>		<b>REPORT AND AUTHOR</b>	<b>AGENDA SETTING MEETING</b>	
<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>Metro Investment Programme</b> Phil Hewitt</li> </ul>		