



WEST MIDLANDS COMBINED AUTHORITY

Transport Delivery Committee

Monday 4 September 2017 at 1.00 pm

Minutes

Present

Councillor Richard Worrall (Chair)	Walsall Metropolitan Borough Council
Councillor Phil Davis (Majority Vice-Chair)	Birmingham City Council
Councillor Timothy Huxtable (Opposition Vice Chair)	Birmingham City Council
Councillor Pervez Akhtar	Coventry City Council
Councillor Adrian Andrew	Walsall Metropolitan Borough Council
Councillor Mohammed Fazal	Birmingham City Council
Councillor Diana Holl-Allen	Solihull 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

Guy Craddock	Transport for the West Midlands
Wayne Farrington	West Midlands Combined Authority
Danny Gouveia	Transport for the West Midlands
Jon Hayes	Transport for the West Midlands
Malcolm Holmes	West Midlands Rail
Matt Lewis	Transport for the West Midlands
Steve McAleavy	Transport for the West Midlands
Sandeep Shingadia	Transport for the West Midlands
Laura Shoaf	Transport for the West Midlands
Andy Thrupp	Transport for the West Midlands

Item No.

- 19. Apologies for absence**
Apologies for absence were received from Councillors Alden, Hartley, Horton, Sidhu and Welsh.
- 20. Chair's Remarks**
The Chair thanked Transport for the West Midlands/WMCA staff for the excellent reports that were submitted for the meeting today.
- 21. Minutes of the meeting held on 10 July 2017**
The minutes of the meeting held on 10 July 2017 were agreed and signed by the Majority Vice-Chair as a correct record.

22. Matters Arising

(a) Financial Monitoring Report (minute no. 12 refers)

Councillor Rowley reported that she could not recall receiving a briefing note on the cost of the track replacement works in Wolverhampton and in Birmingham City Centre as requested at the last meeting. Wayne Farrington reported that he thought information had been circulated on the issue but undertook to look into the matter and circulate the information to Councillor Rowley.

(b) Appointment of Vice- Chairs (minute no. 2 refers)

In relation to the appointment of two Vice -Chairs that was noted at the last meeting, Councillors Davis and Huxtable agreed to be referred to as Majority Vice-Chair (Councillor Davis) and Opposition Vice-Chair (Councillor Huxtable) for the purpose of distinguishing between the two in the minutes.

23. Lead Member Positions and Responsibilities for 2017- 18

The committee considered a report of the Chair on the outcome of the recommendations of the Task and Finish review of Lead Member and portfolio responsibilities undertaken by the TDC Chairs and Vice-Chairs.

The Opposition Vice Chair put forward the following nominations for the Conservative Group :

- Air Quality, Highway and Congestion – Councillor Andrew
- Finance and Performance Monitoring – Councillor Alden
- Putting Passengers First- Councillor Stanley
- Rail and Metro – Councillor Huxtable
- Sprint – Councillor Richards

The Chair reported that the Labour Group had a few absent members today and he would therefore report back on his group's nominations shortly.

Resolved:

- (1) That in the light of the new governance arrangements approved by the WMCA Board which provide for a sixth Special Responsibility (4 Labour, 2 Conservative) in 2017-18 a Lead Member role be allocated to each of the six members be agreed;
- (2) That a sixth Lead member role be created to fully reflect the proportional ethos and to enable due member-level focus on the urgent, growing, address priority to address traffic congestion and air quality issues and
- (3) That the next steps as set out in paragraph 3 of the report, to nominate members to the sixth Lead Member Reference Groups, to prepare an outline forward plan for 2017/18 with relevant officers and to undertake a minor review of terms of reference for existing terms of reference and draft new terms of reference for Air Quality, Highways and Congestion and Sprint be agreed and reported to the next meeting.

24. Financial Monitoring Report

The committee considered a report of the Director of Finance that set out the financial position as at 31 July 2017 for the financial year 2017/18 for the Combined Authority's Transport Revenue and Capital Budgets.

Wayne Farrington, Lead Accountant-Transport, presented the report and informed the committee that there was a minor error in the report with regards to the ENCTS and Concessions Budgets which was incorrect as child patronage was not down and had increased over the past 3 years of around 4% overall.

Councillor Rowley enquired whether the 4% increase could possibly be attributed to the child population rising considerably and asked if she could be provided with the answer

The Lead Accountant –Transport reported that he would investigate the reason for the child patronage increase and provide a response for Councillor Rowley.

In relation to a further question from Councillor Rowley as to whether the Bilston Road Track Replacement Scheme, would be finished before Christmas, Laura Shoaf, Managing Director, Transport for the West Midlands reported that there are no scheme delays associated with the works and she would ask the Metro Team to provide Councillor Rowley with a written response.

Resolved:

- (1) That the year to date net revenue expenditure shows a favourable variance of £374, 000 compared to the budget and a full year favourable variance of £944,000 following the first re-forecast of the year be noted;
- (2) That the total capital expenditure to the end of July 2017 within the overall transport programme was over budget by £0.3m (12%) and
- (3) That the treasury indicators are within the expected range and there are no issues to highlight be noted.

25. Capital Programme Delivery Monitoring Report

The committee considered a report of the Head of Programme Development that provided the committee with a progress monitoring update on the approved TfWM led 2017/2018 programme and projects.

Sandeep Shingadia, Head of Programme Development, outlined the report and highlighted the achievements with regards to the delivery of the Capital Programme during June and July.

Councillor Warren reported that he welcomed the bus shelter programme for Wolverhampton and that he would like to be advised as to whether any real time information (RTI) would be installed as part of the programme.

The Head of Programme Development undertook to provide Councillor Warren with the shelter programme schedule for Wolverhampton that identifies the shelter location and where RTI would be installed.

Resolved:

- (1) That the achievements since 10 July meeting of the Transport Delivery committee be noted;
- (2) That the progress of deliverables under the 2017/18 Capital Programme be noted and
- (3) That any variations from the baseline programme where indicated be noted.

26. TfWM Infrastructure Report

The committee considered a report of the Director of Transport Services that reported on matters relating to the operation and enhancement of TfWM customer infrastructure which includes bus stations, interchanges, travel centres, safety and security, real time information, Swift collectors, shelters, stops, park and ride enhancement and Bromsgrove railway Station.

Andy Thrupp, Transport Operation Manager (Customer Facilities) outlined the report and highlighted the initiatives TfWM has delivered or is working on.

Councillor Stanley reported that he had concerns with regards to the number of cars passing through Dudley Bus Station and also wanted to be assured the new bus station for the town would be first class as he was concerned that the deadline for land decisions was this month.

The Transport Operations Manager (Customer Facilities) reported that the bus station team in Dudley do deal with cars driving through the bus station but he was not aware of any health and issues and undertook to speak to the team about the matter. With regards to the new bus station for Dudley, he advised that the interchange for Dudley would definitely be a first class facility that was multi-modal and fit for purpose.

In relation to an enquiry from Councillor Huxtable regarding checks on lighting at park and ride sites and checks on street lighting for pedestrian passage ways near to park and ride sites, Jon Hayes, Head of Network Delivery, reported that monthly checks are undertaken on all TfWM car parks and TfWM assets however, the lighting with regards to pedestrian access depended on ownership of the site/asset.

Resolved: That the contents of the report be noted.

27. Accessible Transport Report

The committee considered a report of the Director of Transport Services that provided an update regarding accessible transport in the West Midlands which included the performance of the Ring and Ride Service and progress with regards to the Service 89.

Councillor Holl-Allen, Lead Member for Safe and Sustainable Travel outlined the report. In relation to the Service 89, Councillor Holl-Allen reported that the recent service change to Service 89 had resulted in confusion for users and was pleased to learn that options for the timetable are currently being considered.

Jon Hayes, Head of Network Development, reported that Service 89 was a significant success when it was first introduced and suffered a reduction in patronage when changes to the service were made. He reported that consideration is being given to re-instating the original timetable, maintaining the 'feeder' bus and also providing a service to Coventry one day a week; TfWM would be consulting with key stakeholders including local people parish groups and politicians.

The Chair reported that he would be interested to learn whether the fairly recent fare increase in Ring and Ride fares has impacted on patronage for the service over the next few months.

The Head of Network Development advised that patronage data for Ring and Ride would be available for inclusion in the next report.

Resolved:

(1) The report be noted.

28. Updating the West Midlands Bus Alliance Aims and Objectives

The committee considered a report of the Head of Transport Services that provided an update on the proposed revisions to the West Midlands Bus Alliance aims and objectives following input from partners and the West Midlands Alliance Board.

Guy Craddock, Alliance and Statutory Delivery Specialist, outlined the report and highlighted the eight key objectives of the Bus Alliance partners that would seek to improve bus emission standards, make bus travel more attractive for young people, make bus journeys better value, tackle congestion/make bus journeys quicker, make it easier to buy a ticket, make it easier to catch the bus, shape the bus network to deliver economic growth and make it more pleasant to travel by bus. The eight objectives were supported by over 50 detailed delivery objectives that were attached to the report in appendix 2.

Councillor Rowley reported that she was pleased to see the Bus Alliance was seeking greater powers to tackle anti-social behaviour that would bring bus in line with the rail industry

Councillor Huxtable reported that he welcomed the Bus Alliance working with the West Midlands Rail Franchise holder on a regular basis to provide better information for the passenger.

In relation to the recommendations contained in the report, the Alliance and Statutory Delivery Specialist referred to an addendum to the report regarding the report recommendations that had been circulated in advance of the meeting. He advised the committee that they were now required to approve

the revised objectives and deliverables of the West Midlands Bus Alliance rather than endorse them as the WMCA Board meeting in October would be held after the launch and signing event at the Bus and Coach Show.

Resolved:

- (1) That the revised objectives and deliverables of the West Midlands Bus Alliance be approved ;
- (2) That the continued provision of half yearly reports on the progress of the West Midlands Bus Alliance to the Transport Delivery Committee and an annual report to the West Midlands Combined Authority Board be endorsed and
- (3) That TfWM continues to work with the Bus Alliance partners to agree the revised objectives with a view to a public launch in autumn 2017 be endorsed.

29. Busting delay on the bus network – bus stop rationalisation

The committee considered a report of the Director of Transport Services that provided an update on work to develop a Strategic Action Plan for the bus network and sought approval to pilot bus stop rationalisation on high frequency corridors in South Birmingham, in line with the technical corridor studies completed for each route.

The Bus Scheme Development Manager, Danny Gouveia presented the report and outlined the rationale for undertaking the pilot.

Councillor Warren reported that he would have concerns if the pilot was undertaken in Wolverhampton and enquired whether consultation has involved councillors, community groups and, pensioners' groups noting that there was an ageing population and this was not a long-term solution

The Bus Scheme Development Manager reported that he did not underestimate the impact of the trial; an Equalities Impact Assessment was available for sharing with members. He advised the consultation undertaken by National Express was a broad/open consultation and that TfWM would have a clear communication strategy for the pilot. He added that the implementation of the pilot would be closely monitored and could be cut short in areas where it was not working but the pilot needed to be undertaken in order to assess the impact on bus journeys.

Councillor Linnecor concurred with Councillor Warren and also considered that if bus stops were removed, people could choose not to use the bus or alternatively, the remaining bus stops could become overcrowded and increase the likelihood of anti-social behaviour and understood that congestion was a problem.

The Bus Scheme Development reported that he understood members concerns regarding the pilot but congestion was a threat to the bus network and could lead to National Express not running a bus if bus speed and

reliability further declined. He advised that the pilot would ensure the 400 metres bus access standard was maintained and journey times would operate more effectively; the focus for the pilot was on radial bus corridors.

Councillors Lal and Richards also expressed their concern regarding the pilot noting that it could decrease bus patronage and make it more difficult for people to access bus services.

The Bus Scheme Development Manager advised that the TfWM pilot was designed to be a 'quick win' in partnership with National Express and they did not want to socially exclude anyone. He added that the pilot was part of a strategic approach that was looking at bus lanes, infrastructure and investment to arrest the decline in bus speed and improve reliability.

Councillor Rowley noted that whilst Swift has many advantages, bus boarding times are slower with Swift cards and enquired whether it was possible to speed up journey times.

The Director of Transport Services, Steve McAleavy reported that National Express have recognised the delay on boarding times with Swift and have procured new ticket machines that will also accept contactless bank cards.

In relation to bus stop rationalisation, the Director Transport Services reported that it is difficult to imagine how this would work on paper and suggested that a visit could be arranged to look at couple of corridors if members wanted to see how the pilot would work in practice.

In relation to an enquiry from Councillor Huxtable as to what would happen to bus stops in the pilot that are also used by other bus operators, the Head of Network Development reported that it was the intention that other operators would follow the same pattern as National Express.

Resolved:

- (1) That work to develop a Strategic Action Plan to arrest the significant recent decline in bus speed and reliability across the West Midlands be noted and
- (2) That a pilot to rationalise bus stops within the South Birmingham Network Review area as set out in the report and pursuant to the emerging objectives of the wider Strategic Action Plan be noted.

30. West Midlands Rail Franchise Award

The committee considered a report of the Director of Transport Services that informed them of the outcome of the West Midlands franchise competition process

Malcolm Holmes, Programme Director West Midlands Rail, was in attendance to present the report

Councillor Warren reported that he welcomed the report and enquired whether TfWM would be seeking a partnership agreement with the new franchisee

similar to the partnership agreement in place with London Midland. He also enquired as to whether the new station for Wolverhampton would retain the old station infrastructure/furniture or whether there would be capital investment for the new station

The Programme Director advised that TfWM would have a different relationship with West Midlands Trains Limited as the organisation would have delegated responsibilities but the company was keen to work with the Department for Transport. In relation to Wolverhampton Station, the Programme Director reported there was no funding currently available for the station infrastructure although West Midlands Trains Ltd was keen to upgrade the station facilities as they wanted Wolverhampton Station to be a 'jewel in their crown'. He added that the West Midlands Stations Alliance (which includes TfWM) is looking to develop a long-term vision for West Midlands stations, which would seek to maximise the benefits of franchise commitments.

Councillor Rowley reported of the need for Snow Hill Station ticket office to be staffed as she noted the ticket office closed at certain times in the morning to enable a member of staff to take their break and enquired whether there was now staff cover, adding that this was an equalities issue.

The Programme Director advised that there were no plans to reduce staffing at stations and undertook to check the position with West Midlands Trains Ltd.

The Chair, Vice-Chair (Majority) and Councillor Andrews welcomed proposals for the new services on the Walsall to Wolverhampton Line and new stations at Willenhall and Darlaston.

Councillor Huxtable reported that he had been comparing the contents of this report to the WMCA Board report entitled '2026 Delivery Plan for Transport Approval' and noted a few differences with regards to the rail stations listed in the two reports namely, that Brierley Hill Station was not included in the WMCA Board report and that the Tamworth line and Sutton Coldfield Stations were included in the WMCA Board report but not referenced in the report now being considered and enquired whether the two reports should be aligned.

The Managing Director explained that there were a couple of reasons why the two reports did not currently align, the first reason was that the Delivery Plan had been out to consultation for a long period of time and before the franchise was awarded. She added that the Delivery Plan includes those projects that have a business case and have funding identified; projects would feature in the Delivery Plan if there are robust business cases (subject to feasibility studies).

In relation to a station at Brierley Hill, the Head of Programme Development reported that an interchange between rail and Metro would be provided and the Delivery Plan was a 'live' document and would be regularly updated.

Resolved:

- (1) That the award of the new WM Rail Franchise to West Midlands Trains Ltd be welcomed, noting the significant investments and improvements that are planned to be delivered;
- (2) That TfWM will be working with the new franchisee during the franchisee during the franchise mobilisation process to ensure there is a seamless changeover between London Midland and West Midlands Trains be noted and
- (3) That representatives of West Midlands Trains be invited to attend a meeting of this committee on 4 December to provide a full briefing on the details of the franchise before its launch be noted .

31. WMCA Update -Transport Reports for Information Only

The committee considered four reports that would be considered by the West Midlands Combined Authority Board at its meeting on 8 September June 2017.

These were: 2026 Delivery Plan for Transport Approval, Contactless Payment and Best Value Ticket Machines, Half- fare Travel for 16-18 Year Old Apprentices and Trainees and Sprint Vehicles.

Resolved:

- (1) That the reports be noted.

32. Question

The Committee considered a question submitted by Councillor Rowley.

The following question was submitted by Councillor Rowley on Wednesday 30 August:

'Given that internet applications are not suitable for all concessionary pass holders or first-time applicants, could TfWM explain the current and anticipated future arrangements for older and disabled applicants to apply for or renew passes if they choose for whatever reason to use a paper application form and in particular where can application forms be obtained, which Travel Shops stock these, will staff be able to assist applicants to complete forms if assistance is needed, are all staff fronting the public at Travel Shops fully trained to appreciate and to meet the needs of disabled people and is TfWM satisfied that the arrangements now in place and any proposed developments are/will be fully compliant with Equalities Legislation ?'

The Transport Services Director has provided the following response:

Disabled Persons Travel Pass

There have been no changes to the process for applying for or renewing a Disabled Persons Travel Pass. This is presently a paper based application

form although work to introduce a digital version as an alternative for those that may find this more convenient, will be considered in 2018.

Older Persons Travel Pass - First Time Applications

Older people can apply for a Travel Pass online or by post using a paper application form. Online applications are being encouraged as the most efficient, secure and quickest means of obtaining a pass however, it is recognised that not everyone is digitally capable or/and has access to the internet. Postal applications continue to be accepted with application forms available from the following places:

1. By downloading one from www.networkwestmidlands.com/tickets-and-passes/older-persons-pass/
2. By calling the Customer Services Centre on 0345 303 6760
3. In person from the following Travel Centres:
 - Birmingham New Street Station
 - Birmingham City Centre, Corporation Street
 - Coventry Pool Meadow Bus Station
 - Dudley Bus Station
 - West Bromwich Bus Station
 - Walsall Bus Station
 - Wolverhampton Bus Station

Older Persons Travel Pass – Renewal Applications

Customers can renew their Travel Pass online at any time 3 months prior to the expiry date. TfWM will contact customers automatically, initially by email (if we have one) and then by post if they don't renew online, inviting them to renew their pass. The letter by post includes a postal application form on the reverse which customers can return to us if this better suits their needs.

General

Our Travel Centre colleagues are trained to understand the application process and are able to assist customers if they need help. The Travel Centres in Wolverhampton Bus Station and Birmingham New Street Station are operated directly by TfWM and all of our team members receive Disability Awareness Training when they join us and regular refresher courses thereafter. In addition, this year we have provided specific guidance for front line personnel around Dementia and Mental Health awareness. The other Travel Centre outlets are operated by National Express who offer their own equivalent training.

TfWM's application arrangements are compliant with Equalities Legislation. The WMCA's Equalities Manager is consulted on all changes to customer application processes to ensure they remain fair and accessible to all of our customers and equality impact assessments are conducted when processes change.

Councillor Rowley reported that she was somewhat assured by the response provided but wanted to be assured that the paper application form would be promoted so that people know that it is available.

Resolved: That the question and response be noted.

33. Forward Plan

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

Resolved:

(1) That the report be noted.

34. Date of Next Meeting

Monday 9 October 2017 at 1:00pm

[The meeting ended at 3.20 pm].

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