
Date: 02/11/2023

Venue: Microsoft Teams

Present: David Taylor, Independent Consultant (DT)
 Lee Quincey (LQ), Denise Faber (DF) - Leicestershire County Council
 Matthew Tough (MT), Ryan Charlton (RC) - ITP
 Nicola Tidy, Nottingham City Transport (NT)
 Patrick Stringer, Stagecoach Midlands (PS)
 Ross Hitchcock, trentbarton (RH)
 Adam Hemingway, Vectare (AH)
 Toby France, Arriva (TF)
 Liz Hopwell, Charnwood Borough Council (LH)
 Andy Gibbons, Leicester City Council (AG)
 Julian Peddle, Centrebus (JP)

Purpose: Enhanced Partnership (EP) Board Meeting

Minutes taken by: Matthew Tough (MT)

Minutes of Meeting

		ACTION
1.	<u>Welcome and introductions (DT)</u> DT opened the meeting, introducing DF as a stand in for Clare Waldron.	
2.	<u>Minutes of previous Board and Forum meetings (DT)</u> The minutes of the previous meeting were reviewed and were accepted by all as an accurate record of the meeting. Whilst reviewing the minutes, DT queried if actions from previous meetings had been completed: <ul style="list-style-type: none"> Progressing the Qualifying Agreement (QA) - LQ replied that conversations with the operators to progress the QA had taken place and were moving towards an agreement. PS confirmed they were almost there with only a few queries relating to ticketing and stopping points outstanding. 	

	<ul style="list-style-type: none"> • The vote to invite neighbouring authorities as non-voting members to the EP Board was agreed. With the most common interests this would be Leicester City but there is scope for another neighbouring authority to attend; some thought should be given to this. • CW to arrange a meeting with LCC officers and Liz Hopwell regarding the outcome of the Loughborough bus access survey. <p>All other actions were picked up within the agenda.</p>	CW
3.	<p><u>Wider funding, BSIP+ and review update (LQ)</u></p> <p>LQ provided an update to the meeting on the Passenger Transport Policy and Strategy (PTPS) review, underlining that plans were aimed to reflect the government's ambitions in terms of the National Bus Strategy, supporting the network and the aims of the Leicestershire BSIP. LQ expressed a desire to support access to employment; economic growth; key links; and modal shift, as well as better assessing the de minimis subsidy with the aim to help these routes become stable and commercial over time. LQ acknowledged that current demand responsive transport (DRT) could improve, and that opportunities to explore how DRT can support the existing network must be considered to achieve greater value for money and integration.</p> <p>LQ informed the group that the majority of the contracted services would come to an end in summer 2024. The aim is to complete the review of the PTPS and obtain cabinet approval by mid-December 2023, to inform the direction for future supported provision. Communication with operators will take place accordingly once the PTPS refresh is approved.</p> <p>LQ then moved on to summarise the wider BSIP+ funding, noting that Leicestershire received £1.79 million for 2023/24, and another £1.79 million in 2024/25. The terms and conditions of this funding are that it is revenue-based so cannot support infrastructure schemes. The funding must be spent within 12 months of receipt, but LQ noted that there may be flexibility with this. There is also a requirement for LTAs to maintain existing PT budgets. Additionally, Leicestershire will be getting £4.05 million from reallocated HS2 funds in 2024/25 which, at present, has no known spending conditions, but is considered likely to be similar to BSIP+. It is not known what longer-term funding is available.</p> <p>With regards to spending the BSIP+ funding, LQ informed the group that a DDRT feasibility study is well underway, and that opportunities to look at a young persons' travel scheme and possibly other fare</p>	

	<p>discount schemes are also being considered, learning from schemes delivered by other authorities. Further feasibility studies on branding, pinchpoints, multi-operator ticketing and local transport hubs across Leicestershire are either underway or planned to begin shortly.</p> <p>LQ expressed the County Council's intention to have conversations with individual operators regarding their services.</p> <p>AG suggested that, should a young persons' ticketing scheme be taken forward, it should be delivered as a joint scheme with Leicester City Council, and suggested waiting until more information is available on longer-term funding streams before committing to a young persons' scheme, as short-term funding would likely only deliver a six-month scheme before running out.</p> <p>LQ acknowledged the importance of discussing how best to approach young persons' ticketing schemes with all relevant parties.</p> <p>LQ will continue to liaise with DfT to understand the terms and conditions for the HS2 funding</p> <p>NT noted frustration with funding duration and questioned if and when studies mentioned previously can be completed. LQ responded, outlining the aim to complete the study reviews as soon as possible. LQ to provide a list of the feasibility work planned and timelines.</p>	<p>LQ</p> <p>LQ</p>
4	<p><u>EP Manager role(s) update (LQ)</u></p> <p>LQ reported that interviews for the EP Manager role are being held next week, and that the Council is hoping to get an EP Manger in place soon after. Interviews for the Team Manager role are also happening at the same time, following an internal restructure.</p>	
5.	<p><u>Update on feasibility studies for potential inclusion in EP Scheme document (LQ)</u></p> <p>Discussion of the feasibility studies was covered earlier in the meeting.</p>	
6.	<p><u>Establishment of a working group for youth fares scheme for Leics (LQ / DF)</u></p> <p>DT made the point that the County Council doesn't want everyone volunteering to join working groups, they need to be specific task and finish groups. ITP is supporting the Council in areas where resources are constrained, and the Council will be looking for their support on these working groups as well.</p>	

	<p>LQ suggested that recruitment to working groups should be done offline.</p> <p>DF explained that ITP helped implement the Derbyshire and Nottinghamshire young persons' ticketing schemes and agreed with AG's earlier point that it must be an integrated city/county scheme as people don't acknowledge the county/city border and many cross-border journeys occur every day. DF also made the point that there are many different young persons' ticketing options that the Council could choose to implement.</p> <p>AG pointed out that the Council must be clear on what problem the ticketing scheme is trying to solve before implementing, as simply looking at a scheme another authority has carried out may not be wise, as that authority may have been trying to address a completely different set of issues to those experienced in Leicestershire.</p> <p>AG will circulate background information on what Leicester City Council have gathered for young person's ticketing</p>	AG
7.	<p><u>Establishment of an EP branding working group (LQ)</u></p> <p>LQ informed the meeting that a working group will be established offline.</p>	
8.	<p><u>ZEBRA2 funding bid update (DF)</u></p> <p>DF summarised that the Council is committed to developing the bid and that operator proposals are currently being reviewed. The Council will inform operators of option(s) being taken forward to bid stage by the end of the week. The team will also discuss lessons learnt from the ZEBRA1 bid.</p> <p>AG noted that legal issues will be similar to those faced in the previous round, and that he would be willing to circulate experience of bidding for ZEBRA1 funding before.</p> <p>AG will circulate information about bidding for ZEBRA funding.</p> <p>LQ acknowledged AG's point about the legal side of the bid, underlining that the internal legal team is looking into the legal issues required for the bid. AG also expressed that the strategic case will also need to focus on deploying EV buses in areas where they will be used more, and also demonstrate that converting from diesel to EV will help to address air pollution issues.</p> <p>DF pointed out that in terms of the scoring, the strategic case accounts for 10% with the others - grant funding per bus, value for</p>	AG

	<p>money and deliverability – 30% each. There is also the need to address other factors such as community benefits, apprenticeships and training, supporting local supply chains, etc. in the strategic case. DF noted that deliverability scores highly if the applicant can demonstrate previous experience of delivering and operating EVs.</p> <p>AG highlighted that a lot of charging infrastructure was already in place in Leicester City, which would be an advantage.</p>	
9.	<p><u>AOB – questions / discussion (DT)</u></p> <p>DT/LQ will circulate a list of task and finish groups and seek volunteers offline.</p>	DT/LQ
10.	<p><u>DoNMs (DT)</u></p> <p>25/01/2024 - Public Transport User Group 18:00 – 19:30</p> <p>08/02/2024 – EP Forum meeting 13:30 – 15:00</p> <p>14/03/2024 – EP Board meeting 10:00 – 11:30</p>	