

<b>Meeting</b>	North Lincolnshire Enhanced Bus Partnership
<b>Date</b>	14 September 2023
<b>Venue</b>	Church Square House
<b>Time</b>	1300-1500hrs
<b>Attendance</b>	Cllr Tim Mitchell(TM) - North Lincolnshire Council (Chair) Cllr Carol Ross (CR) - North Lincolnshire Council (Deputy) Kate Robinson (KR) - North Lincolnshire Council Heather Barratt (HB) - North Lincolnshire Council Dave Skepper (DS) - Stagecoach Karl Robinson (KRob) - Hornsbys Abigail Burrige (AB) - North Lincolnshire Council

## Notes

<b>Item</b>	<b>Subject</b>
1.	<p>Apologies</p> <p>Apologies were received from Ben Gillingham, East Yorkshire Buses, Lesley Potts and Amy Knapper.</p>
2.	<p>Welcome and Introductions</p> <p>TM welcomed everyone to the second Enhanced Partnership meeting.</p>
3.	<p>Notes of the Previous Meeting &amp; Outstanding Actions</p> <p>Notes of last meeting agreed as a true record. KR confirmed actions from previous meeting had been carried out.</p>
4.	<p>BSIP+ Update &amp; Proposals</p> <p>KR presented slides showing the Proposals for the BSIP+ funding. The BSIP + funding awarded to North Lincolnshire Council for 2023/24 has been confirmed as £547,379 and £547,379 for 2024/25. The slides included: The purpose of the funding, areas where the funding could not be used and the statutory arrangements for the funding.</p> <p>The Department will release 50% of the 2023/24 funding upfront. The remaining 50% will be released once the EP has been finalised and published.</p> <p>2023/24 funding to be used within 12 months from the date the funding is received.</p> <p>2024/25 funding to be paid in April 2024. This will need to be spent in the financial year so there will be an overlap.</p> <p>AB read an article from the DfT BSIP and EP Bulletin outlining details about the Project Adjustment Request (PAR) form for those LTAs in Phase 2 (receipt of BSIP+ only). This PAR form can be used to request extensions to service support beyond the funding period, or to submit a very strong case for using this allocation for capital purposes.</p> <p>A discussion took place around the possible use of BSIP+ funding for capital projects.</p>

DS suggested that some revenue spend on buildings could be used in conjunction with capital funding to support bus passenger information hardware.

TM updated the Board on an on-line Bus Centre of Excellence forum which he had attended. It outlined that the BSIP+ grant spending is subject to Subsidy Control and procurement rules. The BCoE recommended assessing any BSIP grant awards to operators against this regulatory framework.

#### Funding Proposals

Operators had previously met representatives from the Board to discuss proposed schemes for the BSIP+ funding. KR revisited each proposal and discussions took place. The Board agreed to consider each proposal and decide in principle which proposals they would like to include in the scheme. Exact costing and allocations to be revisited at a later meeting.

##### 1. Bus Disruption Survey

The proposal is for funding for NLC to undertake an in house disruption survey to identify congestion issues. NLC Highways team would also design the work to be carried out. This would lead to junction improvements and would benefit NLC and Operators.

DS asked that the proposal be amended to state that operators and drivers would contribute their time as part of the process. The officers and operators would work together to identify hotspots and then commission the work.

Board Comments – Fully supported to be included in the Scheme. Upper limit £40,000.

- Action – NLC to amend proposal.

##### 2. New Saturday Service for South and East of Brigg

To implement a bus service to the villages South & East of Brigg on a Saturday. The service is an extension to the existing Monday to Friday route.

Board Comments - Proposal could be paid by de minimis. Fully supported to be included in the Scheme.

##### 3. Devolution of Bus Infrastructure

North Lincolnshire Council currently maintains 761 bus stops and 205 bus shelters across the authority. The purpose of this project is to support town and parish councils with the devolution/transfer of the following types of assets: bus shelters, poles, flags, timetable cases and timetables.

Board Comments – Fully supported to be included in the Scheme. Upper limit £10,000.

NLC inhouse staff to undertake a full survey of assets before transfer to Parish Councils.

##### 4. Additional Evening Journeys on Service 350

To extend service 350 by adding additional evening journeys. This could potentially see the current 30 minute headway maintained until 20:30 hours from Hull and around 20:00 hours from Scunthorpe.

Board Comments - To ask operator to provide more information including timetables and costs.

- Action – NLC to ask operator for further information. Updated proposal to be discussed at EP Traffic Working Group.

##### 5. NLC - Ferry Ward – Additional Bus Services

To extend Service 260 to Immingham incorporating South Killingholme, North Killingholme and East Halton and therefore provide residents in the villages with increased choice in Public Transport. DS expressed concerns that the route was unlikely to become a commercial route

and would probably not continue without funding once BSIP+ money has ceased. DS and KRob agreed it was better not to promise passengers a service which could not be continued. DS believed that raising the frequency on existing routes would be better use of the funding. TM believed that the route was socially necessary but acknowledged operator's comments.  
Board Comments - Happy to be included in Scheme with further discussions to take place.

#### 6. Section 22 Community Transport in North Lincolnshire – 96 and 97 services

The purpose of this project is to continue to provide Section 22 Community Transport on two registered bus routes in North Lincolnshire which operate Monday-Friday. This will require the continued hire of two 16-seater minibuses to provide the current bus services and the maintenance of two ticket machines in order to take payments. The routes are registered with the Traffic Commissioner and are an open service so any member of public can use the services.

Board agreed that the modal for rural transport is never going to be commercially viable. More marketing needed around route 97 running to isolated villages whilst not having impact on commercial services. TM confirmed that North and East of Isle need to connect to 399 to Doncaster and more work around the timetable is needed. KRob worried about what would happen when the services are taken off but happy to progress.  
Board Comments - Happy to be included in Scheme.

#### 7. Procurement of New Back Office System for DRT

The aim of the project is to apply for a funding for the feasibility study and procurement of a back office system to manage the DRT service in North Lincolnshire. The current software isn't offering alternative journeys, availability and advance booking and is in need of new software.

DS told the Board that other authorities usually tender for the whole service and not a separate service for back office systems with a number of different suppliers available. Some bus operators have commercial agreements with app providers, which can offer a better overall price for DRT tender submissions to local authorities.

Board Comments – Agreed not to implement the proposal into the Scheme

- Action - Consider further at EP Traffic Working Group.

#### 8. Extension of 350 service to Hull

3 x bus services an hour run in and out of Barton Monday to Saturdays, 2 x 350 and 1 x 250 with extra 255 services at Wren Kitchens shift changes running Monday to Friday. The issue is on a Sunday. With the first bus to Hull at 10am this service can be full of passengers having to wait an hour for the 11am service. The next one after that is 2pm. The proposal is to provide an extension to the timetable on a Sunday with an 8:10am Scunthorpe to Hull service to alleviate the pressure of the 10am service.

CR showed concerns over why a service would be needed so early. DS told the Board that practical issues are contributing to the oversubscribed routes i.e. £2 fare, busy bank holidays. Colder weather may see a decline in passengers but overall the journeys should bring good value for money.

Board Comments – Happy to be added to the Scheme with further discussions to take place.

#### 9. Reduced Fares for Young People

The proposal is to enhance the provision of reduced fares for the youth market (aged 16 - 24) by introducing a "Scunthorpe Card" – Weekly and day travel within the Scunthorpe Town Area and a "NLC plus Card" – Weekly and day travel around the wider area of North Lincolnshire.

	<p>Operators gave an overview of the current concessions available to Young people in North Lincolnshire. They agreed a Scunthorpe Card would be preferred to the NLC Plus Card. Actual concept was considered a good idea, flip side is it will use up quite a lot of funding. More work was needed on the level of discount or price of ticket and how the operator would claim the difference. Concerns were raised around when funding started to run out. DS spoke about the scheme currently running in Hull.</p> <p>Board Comments – Agreed to include in the Scheme but required further discussions.</p> <p>Going forward, any proposals agreed will be included in the EP Scheme and presented as:</p> <p>Name of scheme and the outcomes for each one.  The timescale for each one to be delivered.  Obligations and commitment on NLC.  Obligations and commitments on Operators.  Funding source + allocations by Year (£) from the date of scheme.</p>
5.	<p>Draft EP Plan &amp; Scheme</p> <p>The draft EP Plan and Scheme were discussed. AB to update EP Scheme with proposals and send out to Board, Consultees and DfT for comments and approval. Any amendments to be actioned.</p> <ul style="list-style-type: none"> <li>Action – AB to update EP Plan and Scheme and distribute.</li> </ul> <p>Completed article to be published on NLC Webpage.</p>
6.	<p>Bus Charter Rollout &amp; Monitoring</p> <p>KR presented slide outlining the Bus Charter Rollout and a discussion took place around monitoring performance of the Charter. Using the Charter to improve local bus services we will report publicly at least twice a year on our performance against the charter commitments.</p> <p>Indicators will be developed to measure against the aspirations in the charter, including:</p> <p>Quality and Cleanliness of Buses  How easy are buses to get on and off  Personal safety on the bus  Helpfulness of drivers  Punctuality of buses  Frequency of buses  Move to more sustainable buses</p> <p>Passenger surveys will be carried out twice a year to reflect these and findings reported to the Operators showing percentage figures.</p> <p>NLC Communications team promoted Passenger Charter launch on several media platforms. AB to arrange for new NLC webpage dedicated to buses. Page to include BSIP, EP Plan &amp; Scheme, Charter, notes of meetings and any other promotions which take place in North Lincolnshire. Operators have added the Charter to their webpage.</p> <ul style="list-style-type: none"> <li>Action – AB to arrange new NLC webpage for buses.</li> </ul> <p>Discussion took place around the setting up of 2 Working groups.</p> <p>It was agreed that there would be an Enhanced Partnership Traffic Working group, similar to the Bus Quality Partnership and a Passenger Roadshow Consultation Bus. The bus would go out quarterly and park in a different place in North Lincolnshire each time. The bus would be open for public to come along and express their views on bus travel in North Lincolnshire.</p>

	<p>DS agreed to provide a bus. TM asked for a blown up charter and timetables to be available to hand out. Parish Councils and NLC Communications team to be informed of dates.</p> <p>Action – AB and DS to arrange dates. AB to arrange blown up charter and timetables.</p>
7.	<p>Department for Transport Visit – 16 October 2023</p> <p>Ben Kempner, Senior Policy Advisor – Bus Recover and Reform Division, DfT</p> <p>Andrew Walker, Area Lead for Tees Valley and The Humber, Regional Partnership and Delivery Division, DfT Jason Hogg, Senior Transport Planner, ARUP</p> <p>KR presented the agenda for the visit. Depending on time, TM would like to include the next Board meeting within the visit if possible. Matt Cranwell will represent Stagecoach at meeting.</p> <ul style="list-style-type: none"> <li>Action - AB to send out agenda and arrange refreshments.</li> </ul>
8.	<p>Planning Applications for over 50 Dwellings</p> <p>KR shared slides of all developments of over 50 dwellings awaiting planning permission.</p> <p>Land off Ferry Road, Barrow upon Humber – discussion took place around the development. Land North of Western Avenue and Wrawby Road, Brigg – agreed bus stops were in walking distance. Garden Centre, Belton Road, Epworth – agreed expanding the population would be good for services.</p> <p>CR informed the Board of large housing development going to be built in Scawby. DS informed meeting that Stagecoach had never had consultation on planning in North Lincolnshire before. Board agreed planning applications to be a regular agenda item.</p> <ul style="list-style-type: none"> <li>Action - planning to be a regular agenda item.</li> </ul>
9.	<p>Any Other Business</p> <p>DfT have announced the launch of the Zebra 2 scheme. DfT are giving 75% of the difference between diesel and zero emissions buses but operators would incur added costs due to infrastructure and training costs for mechanics. DS told the Board that the scheme was probably not one that is going to work for operators. Capital would be needed from operators and would inflate their costs. It may be an option for the smaller community buses.</p> <p>Discussions took place around the use of electric buses going forward. There could be an option of a shared site with charging points funded by grants. An electric bus could be used to advertise buses and parked in a central area in North Lincolnshire.</p> <p>TM thanked everyone for their commitment to the Board.</p>
<b>Date and Time of Next Meeting</b>	
	16 <sup>th</sup> October 2023 @ 1pm - CSH