

Board	Minutes
28th September 2012	Location: Caerphilly Council Chambers, Tredomen, Ystrad Mynach

1. Minutes of Board meeting held on 20th July 2012 and any matters arising

- 1.1 The Minutes for the meeting held on 20th July were agreed.
- 1.2 JD referred to para 13.5.2, saying that a letter had been written to the Minister from Sewta, requesting a meeting regarding the Ebbw Valley Line and its interface with the M4 Corridor Enhancement Measures Programme. We have received an acknowledgement letter from the Ministers office and are now waiting for a response.
- 1.3 Councillor D Carter referred to para 12.5.2, saying that the possibility of receiving new rolling stock has been taken up with the Minister for Transport, and that a review of the situation will take place nearer the time of electrification.

2. Sewta Rail Studies – Ebbw Valley Line

- 2.1 MY referred to this report, saying that it sets out the current position and identifies the next steps for Sewta to take forward rail development. MY then introduced David McCallum from Capita Symonds to give the presentation. David McCallum went through -
- WelTAG Stage 2 medium option
 - Pye Corner & Crumlin new station proposals – original cost estimates and key risks, value management and public consultation
 - Abertillery new station and spur GRIP 3 study
 - Part A - Abertillery Station (2009/10)
 - Part B – This Report - Abertillery Spur (2010/11) including Value Management workshop with Stakeholders held in October 2011.
 - Part C – Further works required to Ebbw Valley Line south of Aberbeeg for 3 trains per hour
 - Key proposal areas
 - Conclusions and options appraisal
 - Summary of options and issues
 - Electrification
 - Crumlin & Pye Corner next steps
 - Abertillery Station & Spur next steps.
- 2.2 MY commented that rail schemes do have a long gestation period, but electrification provides a once in a life time opportunity to ensure that, in terms of future proofing, stations like Abertillery are catered for. He emphasised the need to

get the various studies up to a position where they can be presented to the Welsh Government for implementation, and if not initially programmed, then to give them the future opportunity of being secured.

2.3 **The recommendations were agreed:**

- 1) That the progress on the Sewta Ebbw Valley line studies be endorsed, and that the Sewta Rail Working Group be requested to take forward the further development work required;
- 2) That Sewta continues to work with colleagues in the Welsh Government, the rail industry, the individual authorities, and other key stakeholders to take forward the proposals set out in this report.

3. **Simpson Compact / Collaboration**

3.1 JD said that he had previously reported about the Simpson Compact which was signed in December 2011. Since December 2011, and with some caveats put in place for some Authorities, the document has been ratified by most Local Authorities in Wales.

3.2 An extensive review and consultation has been undertaken, and the final consultation review took place last month. All twenty two local authorities were represented, and a review document was presented at that workshop. That document is now substantially complete.

3.3 Local Authorities, Regional Transport Consortia, and Welsh Government are all working together to produce a document called 'The Strategic Case for Change', which forms part of the business model. The Strategic Case for Change document will then go to the Minister, and if approved will then come back to the Sewta Board.

3.4 Timescales are to complete the Business Case by March 2013, which will have to be signed up to by all Local Authorities. Then there will be a transitional year, with arrangements put in place ready to start operational work from April 2014.

3.5 Councillor R Cook asked how we cascade the information to Chief Executives and Leaders and across the region.

It was agreed

- 1) **That the Board note the report and the key next steps.**
- 2) **That the Board receive the Strategic Case for Change Report at its next meeting.**
- 3) **That a letter be sent to the Chief Executives and Leaders for cascading down to Members of Local Authorities.**

4. **Bus Funding Review**

4.1 CN referred to the report, saying that the Steering Group met on 17th September 2012, and a Technical Sub-Group has been formed. On Thursday 27th September, a consensus report was sent to the Welsh Government on behalf of the Regional Consortia, the Confederation of Passenger Transport and the Community Transport Association in Wales.

4.2 There is proposed to be a new grant system in place from April 2013 which is recommended to be called The Regional Transport Services Grant. This Grant will replace both the Bus Service Operators Grant and the Local Transport Services Grant.

4.3 **The Board agreed to**

- **Note the report;**
- **Endorse the comments made by Sewta officers on the Bus Funding Review Steering and Technical Groups;**
- **Give delegated authority to Sewta officers to agree to the recommendations of the Technical Group on behalf of Sewta, subject to the concerns raised by Sewta officers being resolved;**
- **Urge the Welsh Government to consider the case for further transitional funding.**

5. **Statement of Accounts**

5.1 KM said that the report seeks approval of the statement of accounts 2011/12. He also wished to give thanks to Rita Williams for her preparation of the report and statement of accounts, and for the work that has gone into this financial year's accounts to achieve a successful outcome.

5.2 Councillor P White commented the recommendations needed to be changed to read "the Vice Chair be authorised to sign the Statement of Accounts".

5.3 **The Board recommended that:**

- (i) The Joint Committee note the successful conclusion of the external audit;**
- (ii) The Joint Committee's 2011/12 Statement of Accounts be approved;**
- (iii) The Vice Chair be authorised to sign the Statement of Accounts for 2011/12.**
- (iv) The Letter of Representation is approved for authorisation by the Vice Chair and Torfaen County Borough Council's Chief Financial Officer.**
- (v) The Annual Governance Statement is approved for authorisation by the Vice Chair and Torfaen's Chief Executive.**

6. **Sewta Metro Programme**

6.1 CCI said that in March 2012, the Board received a report on the Sewta Metro Plus proposition, which incorporated key principles which were approved. Since that time, officers have engaged consultants to review the regional needs and priorities for Sewta to develop that concept further. The appendices to the report include the brief for the study. Work started last month and is progressing well, with possible outcomes to be finalised at the end of October '12.

6.2 **The Board agreed:**

- 1. To note and endorse the report.**
- 2. That a further report be prepared outlining the key findings of the study, and setting out proposals for working with the Welsh Government and other stakeholders in advancing the Sewta Metro Plus proposition.**

7. RTP Five Year Programme 2012/13 & 2013/14

7.1 RW referred to this report saying that he regularly brings update reports to these meetings, but this report is slightly unusual because it also includes references to potential programme management changes in the next financial year.

7.2 RW continued that there has been a series of meetings at the all Wales level to consider how the administration of programme finance and grants can be amended to a more manageable process, and also to reduce the burden of bureaucracy.

7.3 **The Board agreed the following recommendations:**

- **That the progress in this year's capital programme be noted and endorsed, with all authorities encouraged to focus on measures to ensure the full delivery of the programme;**
- **That the proposals for enhancing programme delivery for 2013/14 be endorsed, including the proposals for budgets to be managed as a single entity through Sewta's lead financial authority, and for the streamlining of separate funding streams into a consolidated funding pot.**

8. Highways Making Better Use Programme

8.1 RW introduced the report, saying that the making better use programme relates to making high value low cost junction improvements to ease congestion and help economic development. In view of the growing maturity within Sewta in collectively identifying and agreeing regional priorities, the working group has undertaken this task. All ten authorities were invited to submit up to 5 schemes for consideration. A total of 35 schemes were submitted, of which the outcome of the review was a refreshed list of schemes for development and inclusion in the MBU Programme.

The board endorsed the refreshed prioritised list.

9. Business Plan 2013/14

9.1 MB said that this report sets out proposals for the preparation of the Business Plan for the forthcoming financial year. Attached to the report is an outline list of key issues, of which a number have been picked up within today's agenda.

The Board endorsed the report.

10. RTP Annual Report 2011/12

10.1 CCL referred to this report saying that the Regional Transport Consortia are required to report to the Welsh Government on their progress and on the previous year's delivery. A working draft of the annual progress report 2011/12 has been written.

The board agreed to note the report, agreed in principle to the working draft, and agreed to give authority to the Chair of the Policy Group to sign off the final draft before submission.

11. Partner Updates

11.1 Sustrans

Members noted the report.

11.2 Passenger Focus

Members noted the report.

11.3 Arriva Trains Wales (ATW)

MV referred to the report, saying that there is a correction to the report on the Severn Tunnel Junction, where work will not start until early in 2013.

Members noted the report.

11.4 First Great Western (FGW)

Members noted the report.

11.5 Bus Users UK

ME said that the main issue for Bus Users UK is that they have received verbal assurance of funding for this financial year, though the funding is 15% less than anticipated, therefore they now have to make some careful cutbacks to ensure they stay within their budget. Also they have been given further funding to employ three bus compliance monitors, and ME was happy to report that those posts have been filled. Also the Bus Users Annual report can be viewed on the Bus Users UK Website.

Members noted the report.

11.6 Confederation of Passenger Transport (CPT) Wales

JP said that on behalf of the bus operators, he would like to give his thanks to regional consortia for the discussions that have been had on bus funding.

Councillor H Trollope asked about concessionary fares. JP responded that a budget had been agreed for three years, of which we are in the second year.

Members noted the report.

12. Directorate – Terms of Reference

12.1 MB said that this report is an update on the terms of reference for Directorate. This is the group of leading officers that reports to the board, and includes those listed below. Meetings are also attended by officers from the Welsh Government and the Sewta Central Support Unit:

- a) Chair of Directorate – John Duddridge (BCBC)
- b) Vice Chair of Directorate – Paul Carter (CCC)
- c) Chair of Policy Group
- d) Chair of Programme Management Group
- e) Senior Manager from each Local Authority

Members agreed the report.

13. Consultation Reports

13.1 Active Travel Bill

Chair of the Walking and Cycling Working Group co-ordinated the Consultation

response in August.

13.2 City Regions Final Report

There had been a consultation response to the City Region Task and Finish Group call for evidence earlier in the year, and their final report was published in July. A further opportunity was now available to submit comments on the final report.

13.3 National Assembly for Wales – Enterprise and Business Committee Inquiry into Integrated Public Transport

MB said that the date for comment ends in November and we are in the process of responding to this item.

13.4 The consultation responses were endorsed by the Board.

14. Calendar of Board Meetings 2013

14.1 The Calendar of Meetings was agreed.

15. Date of next Board Meetings

- 15.1
- Friday 14th December 2012 – Hosted by Vale of Glamorgan Council in Barry.
 - Friday 15th March 2012 – Hosted by Merthyr Tydfil County Borough Council

Meeting attended by:

Councillor H Trollope		Blaenau Gwent
Councillor D White		Blaenau Gwent
Councillor P White		Bridgend (Vice Chair)
Councillor D Carter		Caerphilly
Councillor Ralph Cook		Cardiff
Councillor Gretta Marshall		Cardiff
Councillor David Jones		Merthyr Tydfil
Councillor Tom Lewis		Merthyr Tydfil
Councillor B Jones		Monmouthshire
Councillor K Critchley		Newport
Councillor John Richards		Newport
Councillor J Cunningham		Torfaen
Councillor G John		Vale of Glamorgan
Councillor L Burnett		Vale of Glamorgan
Alun Evans	AE	Blaenau Gwent
John Duddridge	JD	Bridgend
Chris Howell	CH	Bridgend
Clive Campbell	CCI	Caerphilly
Terry Shaw	TS	Caerphilly
Paul Carter	PCa	Cardiff
Jeremy Morgan	JM	Merthyr Tydfil
Mark Youngman	MY	Monmouthshire
Carl Jones	CJ	Newport
Roger Waters	RW	Rhondda Cynon Taf
Nigel Brinn	NB	Rhondda Cynon Taf

Charlie Nelson	CN	Rhondda Cynon Taf
Kevin Mulcahy	KM	Torfaen
Rita Williams	RW	Torfaen
Clare Cameron	CCn	Vale of Glamorgan
Robert Thomas	RT	Vale of Glamorgan
Michael Vaughan	MV	Arriva Trains Wales
Margaret Everson	ME	Bus Users UK
John Pockett	JP	Confederation of Passenger Transport and First Great Western
Peter Curtis	PCu	Giraffe Communications
Martin Buckle	MB	Sewta
Sian Isgrove (minutes)	SI	Sewta
Christian Schmidt	CS	Sewta

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Apologies received from:

Councillor Mike Gregory	Bridgend
Councillor Tom Williams	Caerphilly
Councillor Giles Howard	Monmouthshire
Gary Draisey	Network Rail
Councillor Andrew Morgan	Rhondda Cynon Taf (Chair)
Councillor Richard Clark	Torfaen