



Board	Minutes
15 th March 2013	Location: Merthyr Tydfil County Borough Council. Council Chambers, Civic Centre, Merthyr Tydfil.

Part one

1. Exemption Certificate

Recommendation: That pursuant to the provisions of Section 100A of the Local Government Act 1972, the public be excluded from the meeting for the following item of business, on the grounds that there would be disclosure to them of exempt information as defined in Part 4 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Board approved the recommendation.

2. South East Wales Integrated Transport Task Force (Chair of Directorate)

JD provided an update on progress and outlined current issues.

The Board agreed on the recommendations:

- 1) That delegated authority be given to the Chairman and Vice Chairman to approve and submit a bid for funding, through the Wales Infrastructure and Investment Plan, to take forward the first phase of the schemes which are deliverable within the next two to three years, and also to bid for development funding for a second phase submission in accordance with proposals contained in the Regional Transport Plan, and those emerging from the South East Wales Integrated Transport Task Force.**
- 2) That the Board agrees in principal to establish a Joint Delivery Team with the Welsh Government, introducing working arrangements so as to share resources, skills and expertise of Sewta's constituent authorities and the Welsh Government to achieve the delivery of proposals contained in the Regional Transport Plan, and those emerging from the South East Wales Integrated Task Force; and that Officers in consultation with the Chairman and Vice Chairman be authorised to enter into discussions with the Welsh Government to develop proposals for such a Joint Delivery Team, and that these proposals are brought back to the Board for endorsement.**

Part Two

- 3. Sewta Rail Strategy Review – Electrification: Report (Chair of Rail Working Group) - Presentation (Jacobs Consultancy)**
- 3.1 MY said that the report informs the Board on an update of the Sewta Rail Strategy in light of the 2012 announcement of electrification of the Valley Lines network, and identifies next steps for Sewta to take forward rail development in the region. 2011 saw Sewta complete a review of its 2006 Rail Strategy, the findings of which were presented to Board in June 2011. The recommendations of that Sewta Rail Strategy Review have been used to inform the work programme of the Rail Working Group across 2011-12, and 2012-13, and the proposals for 2013-14.
- 3.2 Following the announcement in 2012 of electrification of the Valley Lines network, Jacobs were further commissioned to update the recommendations of the 2011 Rail Strategy Review. Particular focus was given to those schemes directly impacted on by electrification. MY introduced GS to give a presentation on the further review. The presentation went through:-
- Study, Objective and Process
 - Sewta Strategy Elements
 - Capacity Review
 - Appraisal of Incremental Service Options
 - Incremental Schemes Appraisal
 - Network Extension Schemes Appraisals
 - Rolling Stock Requirements
 - Further Electrification Review
 - Freight Review
 - Sewta Rail Strategy Programme
 - Sewta Rail Strategy Short, Medium and Long Term
 - Strategy Outcomes - Costs
 - Strategy Outcomes - Passengers
 - Final Reporting.
- 3.3 **The Board agreed the recommendations that:**
1. **The report and presentation prepared by Jacobs be accepted as meeting the requirements specified in the brief for the study.**
 2. **The report is made publicly available.**
 3. **To approve use of the review's findings in submissions to, and to inform the deliberations of, the South East Wales Integrated Transport Task Force, and progress of the Valleys Lines Electrification project.**
 4. **That the Sewta Rail Working Group be requested to develop a work programme to take forward the conclusions of the Rail Strategy Review - Electrification**
- 4. Sewta Metro Plus – Presentation (Chair of Policy Group)**
- 4.1 CCI said that members should note that work on this study has been completed, and a written report should be available for circulation within the next few weeks. The purpose of this presentation is to brief the Board on the progress and outputs of the study. CCI then gave a presentation which went through:-
- Aims and Outcomes

- South East Wales Regional Transport Study
- Looking at Measures
- Learning from Elsewhere
- Key Characteristics
- Accessibility Needs & Issues in South East Wales
- Commuting Patterns & Average Speeds (Car Travel)
- Commuting Patterns & Average Speeds (Public Transport)
- Settlement Hierarchy
- Future Employment Sites (LDP & Allocations) & Enterprise Zones
- Future Housing Development (LDP Allocations)
- Access to Employment by Public Transport (Weighted Scores)
- Index of Multiple Deprivation
- Spatial Priorities
- Sub Criteria
- Appraisal Process
- South East Wales Integrated Transport Task Force Appraisal Criteria
- Non Spatial Priorities
- What can be Achieved
- South East Wales Integrated Transport – Final Network – Draft

4.2 Councillor B Jones asked how east – west connectivity, is manifesting itself within this report. CCI responded that the specific schemes are largely identified in previous programmes, though bus rapid transit will feature highly in serving east-west connectivity.

4.3 Councillor Critchley asked if an appraisal is being configured for Cardiff Airport. CCI responded that we recognise the importance of Cardiff Airport and connectivity, but Welsh Government together with their own task force are leading on this, and are not in a position to give us any further information at this present time. JD commented that Cardiff Airport is inextricably linked to the Enterprise Zone at St Athan, therefore international connectivity is extremely important and is being brought together.

4.4 **The Board agreed the recommendations that:**

- 1) **The Board accept the presentation and information provided by Arup as meeting the requirements of the brief for the study.**
- 2) **And also to note that this work was provided to the South East Wales Integrated Transport Task Group to inform their work.**

5. **The Minutes for the meeting held on 25th January 2013 and matters arising**

5.1 **Members agreed the minutes with no matters arising.**

6. **Chairman's Report**

6.1 Councillor Morgan said that on a normal day to day basis, as part of the organisation's working practices, officers are representing Sewta at meetings, or on groups with both public and private sector organisations. However, Sewta is routinely invited to provide representatives to sit on groups, or to attend meetings,

which fall outside of these normal working practices. Therefore there is a need to put in place a protocol to ensure that Sewta is effectively and appropriately represented with the various agendas affecting South East Wales, such as collaboration, city regions, and the Minister's Transport Task Force, all of which have the potential to impact on transport and specifically Sewta. It is also likely that the requests and need for appropriate representation are going to increase. Councillor Morgan proposed that a protocol is put in place to ensure that Sewta is effectively and appropriately represented.

6.2 The Board approved the report, and specifically the introduction of a protocol as detailed in item 3.4 of the report.

7. Regional Collaboration – Strategic Programme for Change – verbal update (Chair of Directorate)

7.1 JD said that the Strategic Programme for Change went forward and was endorsed by the WLGA on 22nd February 2013. For the South East Wales region, Sewta are setting up groups with appropriate officers to look at specific workstreams as identified in the programme for change, with some meetings having already taken place. Workstream One is Governance, and at an officer level the SEWDERB Board has identified a team of Directors to look at this matter. However, proposals are awaited from Welsh Government related to how they would wish the political process of Governance and Leadership to be taken forward both at a National and Regional level.

7.2 The Board agreed to note the report.

8. Bus Funding Review (Chair of Sewta Bus Funding Review Project Board)

8.1 CN said that this report is to update the Board on the Welsh Government's Bus Funding Review, and to seek approval for the Sewta Bus Funding Review Delivery Plan. The final draft of this plan is attached as Appendix 3.

The Sewta Project Board, which includes representatives of bus operators as well as Sewta officers, has continued to meet to progress the implementation of the Welsh Government Bus Funding Review. The Welsh Government has set up a Bus Funding Implementation Group, which has met monthly since mid-January. Sewta has held workshops to inform bus operators, and Sewta officers have also met with Bus Users UK, the Community Transport Association and representatives from the other three consortia who are involved in implementing the outcome.

8.2 Councillor G John referred to the Minister's letter within the report, saying that the proposal to encourage greater participation in walking & cycling would do little to help meet the transport needs of the elderly.

8.3 Councillor R Cook asked if the proportional spend would be changing significantly as a result of the suggested repayments within para 4.1. CN responded that the LTSG will remain being issued to authorities in the same proportional percentages as it was previously issued.

8.4 Councillor R Cook also asked for clarification on the process of distributing the

funds to fulfill the aims of para 4.5. Also Councillor R Cook asked whether the proposals would have a negative effect on urban transport because of being stuck in congested traffic. CN responded that extra funding of £400,000 will be given to Sewta for the first year, and it is proposed that this will be used as parachute payments to insulate services provided by operators who are unduly adversely affected by the changes. Therefore, the urban areas will benefit more from this because of the higher rate of bus costs per mile.

8.5 Councillor R Cook raised concerns about having moving traffic offence enforceability. Cllr A Morgan responded that Sewta will raise the issue with the new Minister.

8.6 Cllr Morgan paid tribute to CN and his colleagues on the Project Board for their input into getting this review to this point. JP added that he would also like to give his thanks on behalf of CPT and Bus Operators for the amount of work undertaken by the Officers involved.

8.7 The Board

- **endorses the report;**
- **approves the Sewta Bus Funding Review Delivery Plan;**
- **gives authority to officers, in consultation with the Chair and Vice Chair, to finalise the detail in respect of the payments to be made under Commercial & Contracted Bus Services Kilometre Support, and as Transitional Relief, as well as to undertake any actions necessary to accept the offer of Regional Transport Services Grant funding from the Welsh Government.**

9. RTP Five Year Programme 2012-13 & 2013-14 (Chair of Programme Management Group & Secretary / Programme Manager)

9.1 RW said that this report sets out the details of the progress of spend in the RTP Five Year Capital Programme in 2012/13, up to the end of January 2013. Appendix A shows a breakdown by mode and scheme.

9.2 RW said that looking forward to the 2013-14 programme, we have not received any notification from Welsh Government as to whether the bid submitted in January has been approved. There is a risk attributed to this, because the schemes for next year have already been tendered within the current framework. Therefore those schemes will need to be awarded by the end of this financial year. If the announcement from Welsh Government is delayed into the next financial year, then those schemes will need to be re-tendered under the new framework contract, and this will cause a significant delay.

9.3 MB added that in order to get schemes delivered expeditiously, and to be responsive to opportunities to spend extra money quickly, this Board has given to Sewta Programme Management Group a comprehensive set of delegations to move schemes forward. With the new arrangements where Sewta will take on the majority of the Welsh Government's programme management responsibilities for the Regional Transport Consortia Grant, there is likely to be the need for the Programme Management Group to agree some specific terms and conditions when distributing that grant out to Local Authorities. Therefore there is a need for

this Board to agree to extend the delegations of the Programme Management Group to agree any specific terms and conditions that might need to apply to the grant.

- 9.4
- **The Board agreed that the progress in this year's capital programme be noted and endorsed.**
 - **The Board also agreed to extend the delegations to the Programme Management Group to agree specific terms and conditions that might need to apply to the grant.**

10. Sewta Business Plan 2013/14 (Secretary and Programme Manager)

10.1 MB said that the draft of the Business Plan 2013-14 was brought to the Board in December, and much of what we weren't able to report at that stage was picked up by the January Board meeting. The full draft of the Business Plan 2013-14 had been distributed with the additional papers for this meeting. However, it is not possible to finalise the Business Plan until Sewta's Delivery Plan submission to the Welsh Government has been approved. Accordingly, it would be necessary to give officers the authority, in consultation with the Chair and Vice Chair of the Board, to agree any late changes to the Business Plan before it is published.

10.2 He also drew attention to the issue financial indemnity. Torfaen CBC are Sewta's Financial Host Authority. As a result of increased Programme Management responsibilities, there is a need for this Board to confirm that Torfaen CBC will be indemnified by all the Sewta Authorities, in the case of any event occurring, where there is a liability to repay any of the grants that Torfaen will now be receiving from the Welsh Government on behalf of all ten authorities.

10.3 In addition, in order to improve scrutiny and enhance sharing and reporting information to Local Authorities, it is proposed to establish processes whereby the Sewta Board Minutes will be forwarded automatically for consideration by the Unitary Authorities scrutiny committees.

10.4 The Board agreed

- 1. To endorse the Business Plan as proposed;**
- 2. That the financial indemnity and scrutiny arrangements proposed in this report are agreed;**
- 3. That authority be given to officers, in consultation with the Chair and Vice Chair of the Board, to agree any changes required to the Business Plan, prior to its publication.**

11. Partner Updates

11.1 Sustrans
Members noted the report.

11.2 Passenger Focus
MB said that Passenger Focus have indicated that they will attend periodically to give a broader update, but will also provide written updates on a quarterly basis.
Members noted the report.

11.3 Arriva Trains Wales (ATW)
Members noted the report.

11.4 First Great Western (FGW)
 JP said that though written, this report has not been circulated, but can be found on the Sewta.Gov.uk website, and it will also be circulated.

11.5 Bus Users UK (BUUK)
 ME said that they have received notification that their funding bid has been accepted for the next financial year. She provided an update on a public enquiry into a bus operator which has now ceased to operate.
 Also, BUUK has been officially asked to take part as a co-opted member in the Public Transport Users Committee for Wales.

11.6 Confederation of Passenger Transport (CPT) Wales
 JP said that with regard to the bus funding review, they have taken advice on how this new scheme relates to the state aid rules of the EU. CPT are seeking an answer from Welsh Government, and there will be a meeting to discuss this on Monday 18th March 2013.

12. Consultation Report – NAW Enterprise & Business Committee – Active Travel Bill

12.1 MB said that we have been consulted by the NAW Enterprise & Business Committee on the Active Travel Bill, and he can confirm that Sewta has been asked to present evidence verbally at the hearing which is taking place on the 20th March. The Chair of the Sewta Walking & Cycling Group will attend this meeting.

13. Date of next Board Meeting

13.1 - Friday 14th June 2013 – Hosted by Blaenau Gwent County Borough Council, Council Chambers, Civic Centre, Ebbw Vale. NP13 6XB

Meeting attended by:

Councillor T Williams		Caerphilly
Councillor D Carter		Caerphilly
Councillor Ralph Cook		Cardiff
Councillor David Jones		Merthyr Tydfil
Councillor Bryan Jones		Monmouthshire
Councillor J Richards		Newport
Councillor K Critchley		Newport
Councillor Andrew Morgan		Rhondda Cynon Taf (Chair)
Councillor J Cunningham		Torfaen CBC
Councillor G John		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
Tara King	TK	Cardiff
Jeremy Morgan	JM	Merthyr Tydfil
Richard Cope	RC	Monmouthshire
Mark Youngman	MY	Monmouthshire
Andrew Morris	AM	Newport
Roger Waters	RW	Rhondda Cynon Taf
Nigel Brinn	NB	Rhondda Cynon Taf
Charlie Nelson	CN	Rhondda Cynon Taf
Stephen Jarrett	SJ	Torfaen
Emma Reed	ER	Vale of Glamorgan
Paul Gay	PG	Vale of Glamorgan
Geoff Smith	GS	Jacobs (Presentation)
Peter Curtis	PCu	Giraffe Communications
Martin Buckle	MB	Sewta
Sian Isgrove (minutes)	SI	Sewta
Christian Schmidt	CS	Sewta

Apologies received from:

Councillor Trollope	Blaenau Gwent
Councillor White	Blaenau Gwent
Councillor M Gregory	Bridgend
Councillor P White	Bridgend (Vice Chair)
Councillor Gretta Marshall	Cardiff
Councillor Tom Lewis	Merthyr Tydfil
Councillor Giles Howard	Monmouthshire
Councillor Maureen Webber	Rhondda Cynon
Councillor R Clark	Torfaen
Councillor B Wellington	Torfaen
Councillor L Burnett	Vale of Glamorgan
Mike Vaughan	Arriva Trains Wales
Andrew Loosemore	Vale of Glamorgan