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REPORT TO: WEST OF ENGLAND COMBINED AUTHORITY (“WECA”)

DATE: 7 DECEMBER 2017

REPORT TITLE: WEST OF ENGLAND COMBINED AUTHORITY TRANSPORT DELIVERY FOR 2018/19

AUTHOR: JAMES WHITE, WEST OF ENGLAND COMBINED AUTHORITY (WECA)

Purpose of Report:

- 1.1 To set out proposals for the delivery of WECA’s Integrated Transport Authority functions for 2018/19.

Background:

- 2.1 The WECA meeting on 15 March 2017 set out arrangements for delivering WECA’s Integrated Transport Functions for 2017/18. These functions are Concessionary Travel, Supported Bus Services, Community Transport Grants and Local Bus information including Real Time Information (RTI). For 2017/18 the decision taken by WECA was to continue all existing arrangements with the constituent councils delivering the transport functions on behalf of WECA.

Transport Delivery Proposals for 2018/19

- 3.1 It is proposed that the arrangements for the delivery of WECA’s Integrated Transport Authority Functions agreed at the WECA meeting on 15 March 2017 are continued for 2018/19. These are set out in Table One.

Table One: WECA Integrated Transport Authority Functions for 2018/19

Integrated Transport Authority function	Proposal for 2018/19
Concessionary Travel	<ol style="list-style-type: none">1. South Gloucestershire Council continue to manage the Diamond Travelcard scheme back office on behalf of WECA and North Somerset Council.2. Each authority continues to issue their own Diamond cards and assess the eligibility of their residents.3. There will be no changes to eligibility or hours of operation.
Community Transport	<ol style="list-style-type: none">4. The three constituent councils continue to deliver grant payments to community transport providers.
Supported Bus Services (joint power between WECA and the constituent councils)	<ol style="list-style-type: none">5. The constituent councils continue to manage the contracts for socially necessary bus services.

	<p>6. Socially necessary bus service contracts that were re-tendered in 2017/18 on short term contracts (Appendix A) be extended for a further short term in 2018/19 with arrangements/contracts with break clauses by the relevant council.</p> <p>7. WECA Chief Executive retains the power to approve urgent bus service contract changes.</p>
Bus Information	<p>8. Production and updating of roadside timetable displays, data verification, local management of Traveline (SWPTI) and publicity leaflets for contracted bus services remain with the constituent councils.</p> <p>9. BCC to continue to manage the Real Time Information (RTI) and TravelWest website on behalf of the constituent councils and North Somerset Council.</p> <p>10. Bus Information Strategy to be produced by WECA.</p> <p>11. Procurement of the new RTI contract for the constituent councils and North Somerset Council continues</p> <p>12. New Inter Authority Agreement to manage the provision of RTI across the West of England and North Somerset area is signed by WECA and all the councils,</p>
Quality Partnerships Schemes (QPS)	<p>13. WECA retains its power to enter into and have responsibility for QPS within the WECA area.</p>

3.2 Evaluation and monitoring proposals are being developed for all the Integrated Transport Authority Functions listed in Table One. These will be reported to a future meeting of this Committee.

Funding

4.1 The principle of the transport Levy on the constituent councils being set in line with the estimated costs which would have been incurred by the relevant constituent council (i.e. a revenue neutral basis) is to be continued. This will be reviewed during 2018/19 for possible changes in 2019/20.

Transport Work Packages and transitional arrangements

5.1 Appendix B sets out proposals for employing consultants to undertake four key Transport Work Packages to support the work and future delivery arrangements of WECA. All the work packages required the active involvement, expertise and leadership of officers from the constituent councils. The first work package is for WECA's Integrated Transport Authority Functions. It will set out or assist with recommended options for concessionary travel, community transport, supported bus services and bus information and establish the benefits, costs, resources, structures and timescales required for their delivery.

5.2 Depending on the outcome of this work it may be possible to introduce transitional arrangements for the delivery of WECA's Integrated Transport Authority Functions during 2018/19. Should any costs be incurred as a result of these transitional arrangements there will be no financial implications or impact for the constituent councils' budgets as all costs arising from them will be covered by WECA.

5.3 The other Transport Work Packages cover the Bus Strategy, Key Route Network and the Strategic Environmental Assessment required for the new Joint Local Transport Plan. Proposals from consultants will be invited for one or more of the four Transport Work Packages. The Bloom framework for procurement is being used with four leading transport consultants asked to bid for the work. The total value of the four Transport Work Packages is between £120,000 and £160,000 and it is proposed that this can be met from within existing WECA income as set out below.

Virement from:

Up to £160,000 from Retained Business Rates and Treasury Investment Income

Virement to:

Integrated Transport Authority up to	£25,000
Bus Strategy up to	£85,000
Key Route Network up to	£25,000
Strategic Environmental Assessment up to	£25,000
TOTAL	£160,000

Transport and Highways Capital Grants

6.1 The WECA Mayor is responsible for the payment of transport related annual capital grant funding streams previously distributed directly by the Department for Transport (DfT), including:

- Highways maintenance grants
- Highways incentive grants
- Integrated transport grants
- National productivity investment fund grants

6.2 For 2018/19 it is proposed that no changes are made to the proportions and distribution of this funding to the constituent councils. Going forwards, distribution may change to reflect future proposals and priorities including meeting the costs of the Key Route Network which will be agreed during the course of the financial year. This will be dealt with through WECA working with the constituent councils with all proposals to be agreed through the WECA Committee.

Consultation:

7.1 Public consultation will take place on a number of work areas discussed above as they progress.

Other Options Considered:

8.1 The above transport functions became the legal responsibility of WECA, or are required to inform or support these.

Risk Management/Assessment:

9.1 Key risks include those around financing the continued implementation of these functions, gaining agreement and public acceptability for specific elements, and risks around

resourcing their development and delivery. Performance monitoring arrangements will be developed to ensure that risks are minimised.

Public Sector Equality Duties:

- 10.1 Where appropriate, feedback will be sought from affected communities and statutory consultees to meet the authorities' duties under the Equality Act 2010 for consulting on proposals.

Economic Impact Assessment:

- 11.1 The transport functions will be progressed to support the continued growth of the local and wider economy.

Finance Implications:

- 12.1 Budgets for the continued delivery by the constituent councils of WECA's Integrated Transport Authority Functions in 2018/19 will be based on the principles set out in this report for consideration as part of the Mayoral and WECA Budgets on 2 February 2018. All future changes will be reported to the WECA Committee for approval.

Legal Implications:

- 13.1 The Integrated Transport Authority functions are the legal responsibility of WECA with the exception of supported bus services which is jointly held by WECA and the constituent councils. Highway powers remain with the relevant highway authority.

Environmental Implications:

- 14.1 The report sets out measures to ensure the continued delivery of transport functions passed to the West of England Combined Authority. They all seek to promote the use of sustainable modes of transport and will, therefore, have a positive impact environmentally.

Land/Property Implications;

- 15.1 None arising from this report.

Human Resources Implications:

- 16.1 If WECA take on direct management for all or some of the Integrated Transport Authority Functions there will be additional staff required to manage and monitor delivery of these functions. There will also be staff implications where these functions are currently undertaken by the constituent councils.

Recommendation:

- 17.1 The Committee is asked to endorse proposals 1. to 13. set out in Table One for the delivery of WECA's Integrated Transport Functions during 2018/19.
- 17.2 The Committee is asked to endorse WECA's right to introduce, with the full involvement of the constituent councils, transitional arrangements during 2018/19 should the opportunity arise. All future ITA arrangements will be reported to the WECA Committee for approval.
- 17.3 The Committee is asked to endorse that for 2018/19 budget allocations no changes are made to the proportion and distribution of funding formerly provided directly by the Department for Transport to the constituent councils. All future changes will be reported to the WECA Committee for approval.

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- 17.4 To undertake the procurement process and appoint consultants for the four Transport Work Packages.
- 17.5 To approve the virement of up to £160,000 from WECA Income Budgets to cover the associated costs of this work.

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Background Papers

None

Supported Bus Services for 2018/19

This appendix confirms all of the bus services that have approval for operation in 2017/18 by the constituent councils.

It is these services that require endorsement by West of England Combined Authority as a joint power for extension into 2018/19.

UA	Service	Description
B&NES	17	Southmead – Keynsham (daily)
B&NES	20A & 20C	University of Bath circular (Mon – Fri)
B&NES	20A & 20C	University of Bath – Twerton (Mon – Fri)
B&NES	20A & 20C	University of Bath - Twerton (Mon – Fri eve peak)
B&NES	20A & 20C	University of Bath circular (Sat)
B&NES	67	West Harptree – Bristol (Mon – Fri)
B&NES	82	Paulton – Radstock (Mon - Fri)
B&NES	172	Bath – Paulton (Mon – Sat evenings)
B&NES	172	Bath – Paulton (Sun & PH evenings)
B&NES	177	Midsomer Norton – Bristol (Mon-Fri)
B&NES	179	Bath - Writhlington (daily)
B&NES	179	Bath – Writhlington (Mon-Sat evenings)
B&NES	185	Clutton – Trowbridge (Thurs)
B&NES	267	Bath – Frome (Mon – Sat evenings)
B&NES	636,640	Hengrove/Bishop Sutton – Keynsham (Fri)
B&NES	636,757	Hengrove – Keynsham / Odd Down – Midsomer Norton (Weds)
B&NES	636,668	Hengrove – Keynsham / Camerton – Bristol (Mon)
B&NES	663, 664, 665	Keynsham local services (Mon – Sat)
B&NES	672	Bristol – Blagdon (Mon – Sat)
B&NES	672	Bristol – Blagdon (Mon – Fri evening peak)
B&NES	683	Keynsham – Wells (Tues)
B&NES	700, 716, 734, 779	Bath city services (Mon – Sat)
B&NES	701	Lower Bristol Road – Sion Hill (University terms)
B&NES	752	Hinton Blewett – Bath (Weds)
B&NES	754	Hinton Blewett – Radstcok (Mons)
B&NES	768	Clutton – Bath (Mon – Fri)

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B&NES	768	Bath – Writhlington (Mon – Fri)
B&NES	A4	Journey via Chandag Estate (Mon – Fri early morn)
B&NES	RA3 & RA4	Green Park – Ralph Allen School (school days)
B&NES	FareCar 1	Langridge FareCar shared taxi service
B&NES	FareCar 2	Wellow FareCar shared taxi service
B&NES	PARK & RIDE	Park & Ride Services
B&NES	620	Old Sodbury – Bath (Mon – Sat)
B&NES	94	Trowbridge – Bath (Mon –Fri)
B&NES	265	Bath – Warminster (Mon – Sat evenings)
B&NES	265	Bath – Warminster (Sun & PH)
BCC	1	Broomhill to Cribbs Causeway (Mon-Sat evenings)
BCC	2	Stockwood to Cribbs Causeway (Mon-Sat evenings)
BCC	5	The Centre to Downend (Mon-Sat mornings)
BCC	5	The Centre to Downend (Mon-Sat evenings)
BCC	5	The Centre to Downend (Sundays)
BCC	6	The Centre to Kingswood (Mon-Sat evenings)
BCC	7	The Centre to Staple Hill (Mon-Sat evenings)
BCC	18	Henbury to Lyde Green (Mon-Sat evenings)
BCC	18	Henbury to Lyde Green (Sundays)
BCC	18A	Avonmouth to Lyde Green (Saturdays)
BCC	24	Ashton Vale to Southmead Hospital (Mon-Sat evenings)
BCC	36	The Centre to Hengrove Park (Mon-Sat evenings)
BCC	36	The Centre to Hengrove Park (Sundays)
BCC	50	The Centre to Hengrove Park (Mon-Sat evenings)
BCC	90	Broadmead to Hengrove Depot (Mon-Sat evenings)
BCC	77	The Centre to Southmead Hospital (Mon-Sat)
BCC	902	Portway Park and Ride to The Centre (Mon-Sun)
BCC	904	Brislington Park and Ride to The Centre (Mon-Sun)
BCC	903	Long Ashton Park and Ride to The Centre (Mon-Sat)
BCC	17	Keynsham to Southmead Hospital (Mon-Sat evenings and Sundays)
BCC	52	Broadmead to Hengrove Park (Mon-Fri)
BCC	515	Stockwood to Imperial Park (Mon-Sat)
BCC	505	Long Ashton Park and Ride to Southmead Hospital (Mon-Sun)
BCC	506	Southmead Hospital to Create Centre/Broadmead (Mon-Sat)

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BCC	508	Shirehampton to Southmead Hospital (Mon-Sat)
BCC	511	Hengrove to Bedminster (Mon-Sat)
BCC	512	Totterdown to Bedminster/Broadmead (Mon-Sat)
BCC	513/514	Knowle to Brislington Village/Brislington Tesco (Mon-Fri)
SGC	19A	Cribbs Causeway to Bath Bus Station (Daily)
SGC	46	Bristol Bus Station – Yate Shopping Centre(Daily)
SGC	77	Thornbury – Bristol City Centre (Mon – Sat). Note Southmead to Bristol is supported by BCC.
SGC	84	Yate – Wotton Under Edge via Cromhall (Mon – Sat)
SGC	85	Yate – Wotton Under Edge via Charfield (Mon – Sat)
SGC	86	Yate – Longwell Green (Mon – Sat)
SGC	202	Chipping Sodbury to Winterbourne (Mon-Fri)
SGC	620	Old Sodbury – Bath (Mon – Sat)
SGC	622	Chipping Sodbury – Cribbs Causeway (Mon – Sat)
SGC	623	Severn Beach to Bristol City Centre (Mon/Wed/Fri)
SGC	625	Severn Beach – UWE (Mon – Sat)
SGC	626	Wotton Under Edge – Bristol City Centre (Mon – Fri)
SGC	628	Cribbs Causeway – Severn Beach (Sun & Bank Holidays)
SGC	634	Tormarton – Kingswood (Mon – Friday)
SGC	684	Wick – Keynsham (Tues and Thurs only)
SGC	680	Yate – UWE (Term times only)
SGC	948	Pucklechurch – Oldland (School days only)
SGC	963	Patchway – Winterbourne (School Day Only)
SGC	967	South Yate – Brimsham Green (School Days Only)
SGC	7	Bristol City Centre – Staple Hill (Daily)
SGC	17	Southmead – Keynsham (Daily)
SGC	18	Emersons Green – Henbury (Mon – Sat). Now renumbered as service 10.
SGC	35	Marshfield – Bristol City Centre (Mon – Sat)
SGC	41	Yate – Malmesbury (Mon – Sat)
SGC	X49	Yate – Bristol City Centre (Daily)
SGC	78/ 79	Bristol City Centre – Thornbury (Daily)
SGC	79 (228)	Marshfield to Bath Centre (Mon – Sat)
SGC	82	Southmead Hospital – Yate (Daily)

APPENDIX B

WECA TRANSPORT WORK PACKAGES

Purpose

- 1.2 To outline the four Transport Work Packages required for the future delivery of WECA's transport functions, the procurement process to be used and estimated spend to be released.

Background

- 2.1 As reported to the WECA meeting on 30 October 2017 for each of the Integrated Transport Authority (ITA) functions options will be developed – in liaison with the council officers – for going forward into 2018/19 and beyond. The ITA functions relate to transport operations and services, including, Concessionary Travel, Supported Bus Services, Community Transport Grants and Local Bus information (including Real Time Information (RTI)), and wider duties such as the production of a Bus Strategy, the development of the Key Route Network (KRN) and the Joint Local Transport Plan.

Transport Work Packages

- 3.1 Four transport work packages have been identified to take forward this work. They are:
1. Integrated Transport Authority – future arrangements and monitoring for concessionary travel, community transport, supported bus services and bus information
 2. Bus Strategy – network review, overview document, bus services model and future delivery options
 3. Key Route Network (KRN) – establish objectives and the criteria and produce a draft network map
 4. Strategic Environmental Assessment (SEA) - required for the new Joint Local Transport Plan to demonstrate how environmental considerations have been incorporated into the Plan.
- 3.2 Work packages 2. to 4. will inform the development of the Joint Local Transport Plan and provision will be made for additional technical support for the Plan should it be needed.
- 3.3 The work packages will be coordinated by WECA officers, and will involve a combination of consultant support and officer input, the latter from both WECA and the constituent authorities. There is a need to draw on consultancy advice due to limited WECA resources at this current time and to draw on expertise and best practice from other areas of the country.
- 3.4 The work packages will be required to:
- Set out or assist with recommended options for the future delivery of WECA's transport functions.
 - Establish the benefits, costs, resources and structures required for the options and timescales for their delivery.

Appointment of Consultants

- 4.1 Proposals from consultants will be invited for one or more of the four Transport Work Packages. The Bloom framework for procurement is being used with four leading transport consultants asked to bid for the work. The timescales for the submission of proposals are:

- Submission of proposal(s) by mid-day on 31 December 2017.
- Proposals to be reviewed by 8 January 2018
- Consultants to be informed by 12 January December 2018
- Inception meetings to be held week commencing 15 January 2018.

Timescales for reporting

5.1 The timescales for the reporting of the four Transport Work Packages is as follows:

1. Integrated Transport Authority functions

- Report on ITA functions with recommended options for 30 March 2018

2. Bus Strategy

- Bus Strategy Overview (Stage A) produced by 30 March 2018
- Full Bus Strategy and bus operating model (Stage B) 31 October 2018

3. Key Route Network

- KRN criteria report for 30 March 2018
- KRN map proposal for 30 March 2018

4. Strategic Environmental Assessment

- SEA inception note for 1 March 2018
- Draft Scoping report for 11 May 2018
- Final Scoping report for 15 June 2018

Finance Implications

6.1 The total value of the four Transport Work Packages is between £120,000 and £160,000 and it is proposed that this can be met from within existing WECA income, which are exceeding estimated levels.

Next steps

7.1 Undertake the procurement process and appoint consultants for the four Transport Work Packages.

7.2 Arrange the virement of up to £160,000 from WECA Income Budgets to cover the associated costs of this work.

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