

DRAFT

WEST OF ENGLAND PARTNERSHIP

MAJOR TRANSPORT SCHEMES

PROGRAMME STEERING GROUP

3RD NOVEMBER 2006

Present:

Cllr Sir Elgar Jenkins, Bath & North East Somerset Council
Cllr Denis Brown, Bristol City Council
Cllr John Crockford- Hawley, North Somerset Council
Cllr Pat Hockey, South Gloucestershire Council
Peter Rowntree, Strategic Director, Customer Services, Bath & North East Somerset Council
Peter Jackson, Director of Planning, Transportation & Strategic Environment, South Gloucestershire Council
David Turner, Director of Development and Environment, North Somerset Council

Attending:

Simon Birch, West of England Partnership
Karuna Tharmananthar, North Somerset Council

Apologies:

David Bishop, Director of Planning, Transport & Sustainable Development, Bristol City Council

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| 1. Chairing of Group | Agreed to rotate chairing of group with Sir Elgar Jenkins taking Chair for first meeting. |
| 2. Terms of Reference Draft terms of reference considered by the Group and a number of revisions made. Meetings to be arranged and clerked by WEPO. Officer support to comprise WEPO transport officer together with relevant officers for specific | Agreed subject to detailed changes. Revised version attached to minutes. WEPO to implement. |

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| <p>reports.</p> <p>Group debated whether this meeting should be classed as a public meeting. Decided that it was not as there would be public debate on all the issues at each UA. This is a focussed meeting which in effect is a project management tool.</p> | |
| <p>3. Highlight Report</p> <p>i. GBBN</p> <p>SB updated the Group on progress with appointing the permanent independent project manager. An opportunity had been identified to utilise the project management team at B&NES (headed by John Betty) which has already appointed consultant project manager teams following competitive tendering. Progress was now needed with some urgency to appoint a suitable individual from one of the consultants.</p> <p>Gateway Review due in mid December. Group requested clarification regarding briefing and dates.</p> <p>ii. South Bristol Ring Road</p> <p>The Group was updated regarding a significant issue which has been identified in providing sufficient revenue funding to develop SBRR. This is currently being examined with SWRDA and GOSW.</p> <p>iii. Bus Rapid Transit</p> <p>A number of detailed points were raised. A Workshop has been arranged on 1st December in order to provide a detailed Member briefing.</p> <p>iv. Weston Package</p> <p>No issues were raised.</p> | <p>Agreed that GBBN Project Team should progress appointment asap.</p> <p>B&NES Monitoring Officer to prepare file note demonstrating that appointment meets financial regulations.</p> <p>WEPO to provide necessary information.</p> <p>Group requested detailed report on revenue funding for all major schemes at its next meeting.</p> |

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| <p>v. Bath Package</p> <p>The Group considered that it was vital that the Bath Package linked closely to Bus Rapid Transit, especially in terms of compatibility.</p> <p>vi. Transport Innovation Fund The Workshop on 1st December will also update Members on TIF.</p> | <p>The Group requested a detailed report on management arrangements, capacity and funding for TIF</p> |
| <p>4. GBBN – Exception Report</p> <p>An “Exception Report” was submitted with respect to the GBBN Major Schemes bid. The following issues were discussed:</p> <ul style="list-style-type: none"> i. Governance. Need to have arrangements formally ratified / conformed by authorities prior to Gateway Review and Business Case submission. ii. Joint Scrutiny. Similarly the current joint scrutiny arrangements need to be updated to reflect new governance arrangements. iii. Legal Arrangements. Need to be agreed between the four authorities in terms of financial arrangements + role of Senior Responsible Officer iv. Joint Transport Forum. Important to have extensive stakeholder engagement. | <p>Agreed that Heads of Transport would produce paper for Executive Members / Cabinets which will confirm steering group and programme board arrangements.</p> <p>As above.</p> <p>Agreed that legal arrangements be progressed to meet programme for submission of Business Case.</p> <p>Agreed that Members will be updated on progress at Workshop on 1st December.</p> |

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| <p>5. Further Issues.</p> <p>Request for discussion on concessionary fares</p> <p>Request for meetings of Programme Steering Group to be arranged for whole of 2007</p> | <p>Agreed to meet at 8.30 am before Workshop on 1st December in order to discuss concessionary fares.</p> <p>WEPO to arrange.</p> |