

WEST OF ENGLAND PARTNERSHIP  
Major Transport Schemes  
Programme Steering Group

Note of Meeting  
21<sup>st</sup> June 2007

Present:

Cllr Mark Bradshaw, Bristol City Council (chair)  
Cllr Charles Gerrish, Bath & North East Somerset Council  
David Bishop, Director of Planning, Transport & Sustainable Development,  
Bristol City Council  
Peter Jackson, Director of Planning, Transportation and Strategic  
Environment, South Gloucestershire Council  
David Turner, Director of Development & Environment, North Somerset  
Council  
Peter Rowntree, Strategic Director, Customer Services

Observers:

David Tappin, Director of Strategic Development, North Bristol NHS Trust (for  
Sonia Mills)  
Hilary Neal, Deputy Regional Director, GOSW  
Simon Birch, West of England Partnership Office

Apologies:

Cllr Elfan ap Rees, North Somerset Council  
Cllr Brian Allinson, South Gloucestershire Council  
Sonia Mills, North Bristol NHS Trust

Agenda Item	Action
1. Election of Chair Cllr Mark Bradshaw elected as chair for the meeting.	
2. Minutes of Meeting 14 <sup>th</sup> February 2007 SB circulated a diagram illustrating the governance arrangements for major transport schemes, showing how the Programme Steering Group fits into the wider structure. The Group asked for this to be circulated with the addition of officer contact details.	SB to circulate diagram with contact details
The Group decided to continue the practice of being copied with minutes of all the Project Boards as this would enable them to quickly keep uptodate with progress across the programme. It was also requested that all minutes be produced to a common format.	SB to ensure that Project Board minutes are circulated + minutes are produced to a

<p>The Group welcomed Hilary Neal to her first meeting – her attendance had been agreed at the previous meeting.</p>	<p>common format</p>
<p>3. Major Scheme Highlight Report The Group found the structure of the agenda to be confusing, with duplication between this report and the subsequent items. A summary page would be useful for each major scheme covering budgets, risks and programme.</p>	<p>SB to include a specific item on each major scheme on future agendas together with a summary sheet</p>
<p>4. Greater Bristol Bus Network (GBBN) Peter Blake (Senior Responsible Officer – SRO) attended for this item. Following a general progress report the following items were discussed:</p> <p>i) Independent programme director. This post would be responsible for overall direction of GBBN. The appointment process was at a final stage.</p> <p>ii) Feedback from DfT. Written feedback on the GBBN submission had been received earlier that day from DfT and its content was being assessed. The Group emphasised that political support for GBBN was very strong. It would be essential to maintain good communication with DfT.</p>	<p>SRO to circulate role and job specification to the Group. SRO to progress appointment of director.</p> <p>SRO to lead assessment of DfT feedback, involving the group as necessary</p>
<p>5. Bath Package PR introduced this item. Costs had increased and would be considered by the Regional Assembly at a meeting on 17<sup>th</sup> July. The Group queried whether there were wider implications for the whole programme – were costs being properly calculated elsewhere?</p>	<p>SB to carry out urgent review of budgeting and cost calculations across the programme- and to report to the Group asap (and before the next meeting)</p>
<p>6. South Bristol Ring Road (SBRR) Phases 1 and 2 are being considered jointly and are being progressed to the agreed programme. Cllr Bradshaw explained that this would be the subject of a</p>	

<p>thorough appraisal covering likely regeneration benefits and viable alternatives. He also reported that the new administration in Bristol was assessing phase 3 of the SBRR scheme to see if the same outcomes can be achieved with alternative approaches. The Group felt that there was a general need to understand what phase 3 might eventually be and that this would be a major future item.</p>	
<p><b>7. Bus Rapid Transit</b>  Early scoping was now underway with a bid for funding due in 2008. An initial route from Emersons Green to either Hengrove or Ashton Vale was being investigated. It was noted that consultation was planned for September 2007 and more details of this were requested.</p>	<p>SB to provide a comprehensive calendar of consultation activity (see item 9)</p>
<p><b>8. Weston Package</b>  DT introduced this item. Work is progressing to agreed timetable with consultation on Spring 2008 and business case submission in September 2008.</p>	
<p><b>9. Transport Innovation Fund (TiF)</b>  Kate Hoare (SRO) attended for this item. A member workshop has been arranged (11<sup>th</sup> July) to provide full briefing on the detail of TiF.</p>	
<p><b>10. Communications</b>  SB introduced this paper. The approach was generally welcomed and the following issues raised:</p> <ul style="list-style-type: none"> <li>i) The Group requested a report on communications at each meeting.</li> <li>ii) The Group asked for a calendar showing what consultation is planned on a month by month basis across the entire programme.</li> <li>iii) Freedom of Information. It would be good practice to agree a protocol across the sub region so that requests are dealt with to a common approach.</li> </ul>	<p>SB to include on each agenda</p> <p>SB to produce and regularly update such a calendar</p> <p>SB to research and prepare draft protocol (to include waste as well as transport)</p>
<p><b>11. Rail Project</b>  The Group considered that the rail group should also consider inter city links, especially East – West. The Severn Beach line and suburban stations should also be on the agenda.  In terms of reporting it was considered that the rail</p>	<p>SB to relay Group</p>

<p>group should report to the Programme Steering group as rail was such a vital component of transportation across the sub region and related closely to all the other projects.</p>	<p>views to the West of England Rail Project and to ensure future reporting arrangements.</p>
<p>Future Meetings:</p> <p>Thursday 13<sup>th</sup> September 2007 Thursday 15<sup>th</sup> November 2007 Thursday 21<sup>st</sup> February 2007</p> <p>All meetings to be held at 2.00pm in the Council House, Bristol</p>	