



<b>Meeting Title</b>	The York Enhanced Partnership for Buses Forum	
<b>Date / Time</b>	Monday 27 <sup>th</sup> February 2023, 2.00 pm (Finish 4:00 pm)	
<b>Location</b>	City of York Council, West Offices, York	
<b>Attendees</b>	<p>Andrew McGuinness (AMG) Confederation Passenger Transport (Forum Chair)</p> <p>Cllr Andy D’Agorne (AD) CYC (Exec Member for Transport / Green Party Group)</p> <p>Cllr Stephen Fenton (SF) CYC (Lib Dem Group)</p> <p>Cllr Pete Kilbane (PK) CYC (Labour Group)</p> <p>Cllr Rachel Melly (RM) CYC (Labour Group)</p> <p>Louise Collins (LC) Transport Focus</p> <p>Graham Collett (GC) York Bus Forum</p> <p>Martin Higginson (MH) York Civic Trust</p> <p>Mike Longhurst (ML) Dodsworth Area Residents Association</p> <p>Andrew Mortimer (AM) Badger Hill Residents Community Group</p> <p>George Wood (GW) York Older Peoples Assembly</p> <p>Dave Merrett (DM) York &amp; District Trades Union Council</p> <p>Flick Williams (FW) York Disability Forum</p> <p>Dwayne Wells (DW) Arriva Representative</p> <p>Julian Ridge (JR) City of York Council (CYC)</p> <p>Sam Fryers (SFR) City of York Council (CYC)</p> <p>Dean Morrish (DRM) City of York Council (CYC)</p>	
<b>Apologies</b>	<p>Michael Howard (MH)</p> <p>Richard Hampton (RH)</p> <p>Helen Jones (HJ)</p>	
<b>Circulation</b>	Attendees & Apologies	
<b>Minutes By</b>	Dean Morrish	
<b>Item</b>	<b>Discussion</b>	<b>Action</b>
<b>1.0</b>	<b><u>Introductions and Apologies</u></b>	
<b>2.0</b>	<b><u>Housekeeping</u></b>	
2.1	Emergency evacuation routes stated	
<b>3.0</b>	<b><u>Actions from Previous meeting</u></b>	
3.1	AMG asked LC whether Transport Focus’ survey was circulated to all attendees of the forum, LC reported that initial results were forwarded to Lucas Hindle (now left CYC) to circulate out. LC noted group that further research has been collected since then and would share results later in the meeting. (See 6.2 below)	
3.2	AMG asked SFR for feedback received regarding coloured displays. SFR states Transdev are not keen on colourising the board, additionally they are aware of the information board issues and confirmed that they are working to resolve these issues as a priority	



3.3	AMG raised the question of bus passenger data SFR confirmed that the data is freely accessible via the gov website. GC highlighted that the website requires both a registered account to access it and a high level of technical skill in exporting and formatting the information	<b>ACTION: SFR &amp; DW to analyse the open data &amp; consider best way to share with group.</b>
3.4	AMG emphasised the importance of a mission statement and making sure all members are confident in the shared goals. AMG will refer to Terms of Reference when producing mission statement document	<b>ACTION: AMG to produce and circulate Mission statement.</b>
3.5	AMG discussed the potential impacts of ORR scheme and gave brief outline of the project. DW stated he is not aware of any major feedback from major bus operators servicing York regarding ORR. DM, GC & AM agree they foresee that multiple of York's radial roads will be impacted both positively, seeing less congestion and delays, and negatively, diversions and included load. RM anticipates ORR will have a major effect on bus network and hopes it has been taken into consideration in the scheme	
3.6	DRM agreed to take up LH's actions following his departure from CYC	<b>ACTION: Confirm and Diarise EP meetings for year ahead</b>
3.7	AMG asked SFR for any updates regarding the hospital bus route and Park + Ride. MH confirmed hospital are currently having internal discussions and will be able to provide details two weeks from today (w/c 13 <sup>th</sup> Mar)	<b>ACTION: MH to push York Hospital for response and to share any update</b>
3.8	AMG explained that all bus operators have confirmed that providing printed timetables falls within their service agreement	
3.9	SFR confirmed that all operators in York are participating in the £2 single fare scheme from Jan-Mar. AMG follows-up reporting that the £2 fare will be a point of discussion later in the meeting	
<b>4.0</b>	<b><u>Approval of minutes</u></b>	
4.1	Minutes from previous meeting approved	
<b>5.0</b>	<b><u>Opportunity for members to address the forum (max 3 minutes per speaker)</u></b>	
5.1	AMG raised question of appointing a Vice Chair in the event of AMG being unable to attend	<b>ACTION: Group to offer any thoughts next meeting.</b>
5.2	GW discussed the Park + Ride leaflet and highlighted the lack of local citizen focused content and suggested there be more of a focus to get residents involved. AD agreed and will suggest changes to improve citizen info	<b>ACTION: AD contact Marketing &amp; Promotion regarding P+R Leaflet</b>
5.3	AM reiterated concerns about delay in travel surrounding the Hospital bus route & service. SFR confirms MH is in contact with York Hospital and will provide updates (see 3.7)	
5.4	ML raised question regarding First Bus' route diversion. ML highlighted severe lack of information on First's website with no alternative route, no timeframes, and no justifications.	<b>ACTION: SFR to follow up with FIRST to request clearer publishing</b>



5.5	AM discussed the idea of a 'Feedback Guide', that would give an explanation on where the correct place would be to feed information back to either; Bus Operator or CYC. Additionally, AM raised question of how best to present this guide on the website. SFR confirmed that relevant information is shown on the itravelyork.info website (eg. <a href="https://www.itravelyork.info/contact#buses">https://www.itravelyork.info/contact#buses</a> <a href="https://www.itravelyork.info/buses/about-buses-in-york/about-buses">https://www.itravelyork.info/buses/about-buses-in-york/about-buses</a> <a href="https://www.itravelyork.info/buses/partners-bus-operators/">https://www.itravelyork.info/buses/partners-bus-operators/</a> )	
5.6	AM asked whether the Passenger charter is still a priority for Bus Operators, AM recalled that Bus Operators made commitments for information to be kept up to date, citing the punctuality poster shown at Rougier street which is now several years old. SFR confirmed Bus Operators have a duty to keep information up to date and continue to endeavour to improve their tracking services.	
5.7	MH raised discussion of how to get the public involved with the Bus EP meetings and suggested the yearly future meeting dates and agendas to be made available online and/or included within the newspaper 'Our City' to engage wider outreach with residents. AMG raised concerns over involving wider public and reiterated this is a Strategic group and that attendees are already acting representatives for the public.	
6.0	<b><u>Current Position of Funding &amp; Stability</u></b>	
6.1	AMG provided context on the Government's CBSSG Bus Recovery grant, which provided both; a two month grant to financially support Bus Operators as well a three month "£2 capped single fare" scheme to incentivise bus usage and support the recovery of the network. AMG continued, stating that whilst these Short-term solutions do financially support and prop-up the network, they are not what the service requires and won't guarantee the upkeep and stability of the network as it results to an inability to future plan and allocate resources compensating for Cost-of-Living increases.	
6.1a	DW agreed with AMG's summary and confirmed the need for future stability, raising additional concerns, such as Intermittent funding makes planning difficult for Bus Operators as it affects our long-term forecasting models and additionally having to be reliant on guesswork when it comes to assuming future changes can lead to unforeseen issues.	



6.2	<p>AD asked if attendees have any additional information on the impact of the '£2 capped singles fare'. LC presented Transport Focus' 'end of January' investigational findings:</p> <ul style="list-style-type: none"> <li>• Nationally, 53% of population aware of capped fare. With Yorkshire &amp; Humber showing highest national value of 68%. This is due to early introduction and clear marketing strategy</li> <li>• 7% national &amp; local increase in bus usage with 35% national potential growth forecasted</li> <li>• 12% increase within York bus users</li> <li>• Frequent users increased by 26% (more than 2 a week)</li> <li>• Infrequent users increased by 29% (Once a week)</li> <li>• Recurring theme as to why users were using bus service more was due to cost being simpler &amp; known.</li> <li>• FW inquired about whether COVID/cleanliness was a factor in the research. LC confirmed none of the comments were COVID motivated. A second investigation will confirm these findings.</li> </ul>	
6.2a	<p>Group agreed a second investigation post-January would provide further valuable insight into status of the bus service. LC confirmed Transport Focus are working on up-to-date research and will share with the group next meeting</p>	<p><b>ACTION: LC to continue post-January research and feedback next meeting</b></p>
6.3	<p>RM requested an update on the status of Poppleton Park + Ride, SFR confirmed the service will be up and running soon (April 1<sup>st</sup>)</p>	
6.3a	<p>RM raised discussion on York's 2023 Devolution deal, JR explained if it passes through parliamentary process, then a new Combined Authority will be formed, and York and the North Yorkshire region will gain local control of their funding. JR confirmed that an early draft is expected to be submitted by the end of March however the big engagement process works will be paused throughout the Pre-election period.</p> <p>JR continued that the devolved authority will be able to provide a local strategy that will form basis of decisions, however York has historically experienced challenges when agreeing on future directions and will therefore need a clear consensus on the outcomes and goals. RM agreed and will wait to view looks forward to future progress updates</p>	<p><b>ACTION: JR to provide update on Devolution works since 27/02/2023 meeting.</b></p>
7.0	<p><b><u>Review &amp; feedback from the previous ODG meeting</u></b></p>	
7.1	<p>AMG began discussion confirming that additional money had been released for York's bus network and that the tender deadline had been reached for the shuttle service. 100k capital had been allocated for the design, with 50k for promotional material &amp; 50k for 'Tap on Tap off'. AMG shared that bus operators have been successful in improving staffing, DW confirmed.</p>	
7.2	<p>SFM asked JR for a timeframe regarding the 'Flat Fare', JR explained that coordination of a multi-operator fare is complicated however he is optimistic that bus operators will soon be able to provide further information.</p>	
8.0	<p><b><u>Bus Operator Update</u></b></p>	



8.1	<p>DW began discussion explaining that, across the board, staff turnover has stabilised and recovered from COVID's impact, stating that Selby has 4 new staff in training. DW confirmed Arriva has seen an increased passenger uptake with the number 415 seeing an increase of up to 123% and suggested the £2 fixed fare has had the most significant impact in growth.</p> <p>PK asked what lessons can be learned from these pricing changes, DW responded explaining Arriva believe there is still a sweet spot to be found surrounding pricing. DW continued that Transdev has released various reports but nothing specific to be determined</p>	
8.2	<p>DW responded to the question about the revision of the evening timetable and confirms that Bus operators have not been able to catch up and are aware of the commercial impact. AD highlighted that the evening timetable is an opportunity to promote bus travel, group confirmed the question was to be raised with EP Marketing group.</p>	
<b>9.0</b>	<b><u>City of York Update</u></b>	
9.1	<p>JR discussed ZEBRA (Zero Emission Bus Regional Areas) scheme bid to secure an additional £1.8m for electric buses (on top of the £8.4m already secured to convert 44 buses to electric vehicles). This will make First's fleet fully electric and enable the removal of FIRST's diesel fuelling facility. PK raised concerns over grant funding conditions for ZEBRA-funded buses and what rights the council would have if FIRST were to cease operation. JR unsure on answer and is not convinced that this scenario is worth considering due to the very low likelihood of it happening.</p> <p>DM asked if other bus operators are to be electrified, JR explained Transdev were approached however did not want to due to both; recently purchasing a line of new diesel models for the next 3 years as well as not all their routes would support electric infrastructure. JR raised that the Electric Strategy should be a discussion point for a future meeting.</p>	<b>ACTION: Group to discuss Electric Strategy at next meeting.</b>
9.2	<p>JR detailed the status of the City Centre Bus Study stating the local plan, that is due to close consultation towards the end of March, has identified a radial group. Microsimulations have taken place and have confirmed that changes/works will need to be seen along:</p> <ul style="list-style-type: none"> <li>• Hull Road</li> <li>• Fulford Road</li> <li>• Wigginton Road</li> <li>• A59 – specifically traffic development works</li> </ul>	
9.3	<p>JR continued explaining that the City Centre Bus Study has brought many individual studies together and is now able to provide actions alongside evidence that will improve active travel options and buses as well as identify any initial measures that will need to take place i.e Skeldergate roundabout. JR agreed to provide further information once more comes available to share.</p>	<b>ACTION: JR to provide any CCBS updates in next meeting.</b>



9.4	<p>JR began discussion on 'Banana Warehouse' explaining that the current small shelter is not sufficient, and that demolition is soon to start. With no interruptions, the scaffolding is due to be put and the current shelter being moved to serve as an intermediary temporary shelter. AD raised idea of the queue being moved round Merchantgate-side to which JR responded that it is not possibility due to the issues around access for builders.</p> <p>FW identified issue of space for disabled persons as the current layout does not accommodate for wheelchair access. FW raised question of whether the pavement can be temporarily widened, SFR responded that this would constitute major reconstruction work, which is not feasible as a temporary measure, but agreed the concern is valid and will be taken into consideration.</p>	
<b>10.0</b>	<b><u>Any additional Points of Interest attendees would like to see addressed next meeting</u></b>	
10.1	<p>AMG posed question to the room and collected the following points to be addressed:</p> <ul style="list-style-type: none"> <li>• City Centre Bus Study Progress update</li> <li>• Transport Focus's 2023 data</li> <li>• 'Route to 0 carbon emissions'</li> <li>• BSIP annual update report</li> <li>• Closure of Skeldergate impact</li> <li>• Interim report of radial routes</li> </ul>	<b>ACTION: Relevant attendees to provide report/update.</b>
<b>11.0</b>	<b><u>Agree future meeting dates, times and locations</u></b>	
11.1	DRM taking over LH's workload and will follow up by sending future meeting invitations out asap.	
<b>12.0</b>	<b><u>Any Other Business</u></b>	
12.1	SFR explains that Richard Hampton will advise on Bus Shelter works next meeting	
12.2	FW raised question on shuttle buses, SFR not been involved with any activity and will ask Michael Howard for further information	
12.3	AD asked DM to confirm and send out invitations for future Operation Delivery Group dates.	<b>ACTION: DRM to capture availability and confirm ODG meeting dates.</b>