

Notes of meeting

Title of Meeting:	Suffolk Enhanced Partnership Project Board																																										
Purpose or Mandate:	A collaborative approach to improving passenger transport																																										
Date:	25 May 2022																																										
Place:	Endeavour House (hybrid meeting)																																										
Times:	14:00 – 15:30																																										
Attended:	<table border="0"> <tr><td>Alexander</td><td>Nicoll</td><td>SCC Cllr & Chair</td></tr> <tr><td>Simon</td><td>Barnett</td><td>SCC</td></tr> <tr><td>Ross</td><td>Barnes</td><td>Stagecoach</td></tr> <tr><td>Steve</td><td>Bryce</td><td>Ipswich Buses</td></tr> <tr><td>Tom</td><td>Fisher</td><td>SCC</td></tr> <tr><td>Emma</td><td>Forde</td><td>ARUP/SCC</td></tr> <tr><td>Bill</td><td>Hiron</td><td>Stephensons</td></tr> <tr><td>Paul</td><td>Horne</td><td>SCC</td></tr> <tr><td>Paul</td><td>Martin</td><td>First EC</td></tr> <tr><td>Graeme</td><td>Mateer</td><td>SCC</td></tr> <tr><td>Calum</td><td>Poole</td><td>SCC</td></tr> <tr><td>Andrew</td><td>Pursey</td><td>Border Bus</td></tr> <tr><td>Timothy</td><td>Stephenson</td><td>SCC</td></tr> <tr><td>Steve</td><td>Wickers</td><td>First EC</td></tr> </table>	Alexander	Nicoll	SCC Cllr & Chair	Simon	Barnett	SCC	Ross	Barnes	Stagecoach	Steve	Bryce	Ipswich Buses	Tom	Fisher	SCC	Emma	Forde	ARUP/SCC	Bill	Hiron	Stephensons	Paul	Horne	SCC	Paul	Martin	First EC	Graeme	Mateer	SCC	Calum	Poole	SCC	Andrew	Pursey	Border Bus	Timothy	Stephenson	SCC	Steve	Wickers	First EC
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Minute-taker:	P Horne																																										

Item No.	Item Description	Relevant business considered, facts noted, the decision taken and its rationale
1	Welcome and Introductions	
a		
2	Enhanced Partnership Scheme Updates	
a	Bus Priority	<p>E Forde provided update on evaluation of the interventions in advance of sub-group assessment. Sub-group to identify which schemes should be prepared ready for future funding opportunities.</p> <p>Action 1/ 1 The EP Board agreed for a sub-group to be formed to evaluate the bus priority interventions to focus and facilitate progress. – E Forde to arrange geographically focused meetings/visits</p>

b	Moving Traffic Enforcement	<p>Police engaged and supplier negotiations commenced, T Fisher to produce evidence base for business case. Scheduled to present case to SCC Cabinet in Autumn 2022 prior to public consultation.</p> <p>Action 2/1 In addition to the previous feedback provided, Operators invited to propose locations where services would benefit from enforcement e.g. box junctions to help build the business case. Email T Fisher at MTE@suffolk.gov.uk</p> <p>Action 2/2 T Fisher to provide map of proposed enforcement locations to Cllr Nicoll.</p>
c	Passenger Charter	<p>Joint Suffolk & Norfolk passenger charter, (as issued with this meeting's agenda) has been approved by Norfolk EP (23/5/22). S Barnett asked for comments on charter, none were raised, the EP therefore approved charter. Next stage to agree how the charter will be launched and marketed (see also action 2/6 re marketing sub group).</p> <p>Action 1/4 Operators to coordinate their views and produce a charter based on the existing examples from Suffolk/Norfolk and Essex, feedback to S Barnett who will liaise with Norfolk & Essex – Discharged</p>
d	Passenger Working Group & EP Forum	<p>Action 1/2 S Barnett to establish the Passenger working group and passenger champion. – the working group initial meeting scheduled for 1/6/22, champion(s) to be established once working group has developed its role further- Discharged</p> <p>Action 2/3 P Horne to provide the list of passenger group and forum representatives to Cllr Nicoll</p> <p>Action 2/4 P Horne to add P Martin & S Bryce to Forum invitation for 13/6/22, in addition to S Wickers & H Williams</p>
e	Network Review	<p>S Barnett has met with some operators, others are scheduled, and a number have still to respond to the email with respect to the DfT requirement to review networks in advance of any funding changes. DfT pro forma to be completed for DfT deadline 1/7/22.</p>

f	Ticketing	<p>T Stephenson informed meeting that DfT response on BSIP bid is still awaited, but recent DfT communication identified the department's interest in two areas</p> <ul style="list-style-type: none"> • bus priority • ticketing <p>DfT supporting the delivery of a national system to integrate back office systems to facilitate multi-operator ticketing, fare caps and revenue apportionment.</p> <p>S Wickers informed meeting that John Birtwistle (First) able to assist EP with advice on competition law and creation of inter-operator agreement on multi operator ticketing.</p> <p>Action 2/5 S Barnett to facilitate operator in person meeting on multi-operator ticketing</p> <p>B Hiron confirmed he was content with principle of S Wicker's offer to the EP.</p> <p>A Pursey to canvass the operators he represents on the principle of utilising J Birtwistle.</p>
g	Branding	Action 2/6 S Barnett to establish marketing sub-group to provide proposals for EP branding to Board, for use on charter, web page etc. First and Ipswich Buses offered marketing expertise for sub-group.
3	Future Meetings	
a	EP Board Representatives	Action 1/ 3 All Operators to agree and confirm who will attend and vote on the Board for those operators with smaller proportion of commercial mileage – Andrew Pursey nominated no other candidate - Discharged
b		<p>Action 1/ 5 All to identify availability by 9/5/21 to bus.strategy.suffok.gov.uk to enable dates to be confirmed for the future Board meetings. - Discharged</p> <p>Action 1/ 6 Suggestions for agenda items for the next meeting to be emailed to S Barnett - Discharged</p>
c	Other EP meetings	<p>Passenger interest group meeting 1/6/22</p> <p>EP Forum 13/6/22</p>
4	Any Other Business	Action 2/7 E Forde to draft an action tracker to monitor progress on EP scheme commitments, for inclusion with future Board papers.