

Title of Meeting:	Suffolk Enhanced Partnership Forum
Purpose or Mandate:	A collaborative approach to improving passenger transport
Date:	17 th January 2023
Place:	Teams Meeting
Time:	1000
Attendees:	<p>Simon Barnett – SCC Passenger Transport - Chair Timothy Stephenson – SCC Passenger Transport Calum Poole – SCC Transport Strategy Graeme Mateer – SCC Transport Strategy Douglas Cook – SCC Intelligent Traffic Signals Samuel Guiver – SCC Network Assurance Mark Wedgwood – SCC Highways Alan Neville – Greater Anglia Andrew Pursey – BorderBus Lynn Butler – Coastal Accessible Transport (Community Transport Group Representative) Cllr James Wright – Rushmere PC (Passenger Group Representative) Daniel Butterfield – GoAhead East Steve Royal – GoAhead East Justin Wythe – Ipswich Buses Katherine Davies – Babergh & Mid Suffolk Council Linda McCord – Transport Focus Martyn Simonds – Simonds Bus & Coach Michael Newsham – Ipswich Borough Council Sara Noonan – West Suffolk Council Barry Pope – DVSA John Russell – DVSA Rick Martin – Coach Services Rob Crawford – Coach Services Ringo Chan – Arup Lewis Boudville – East Suffolk Council Martyn Washbourne – Norfolk CC</p>
Apologies:	<p>Cllr Alexander Nicoll - SCC Robert Kemp – SCC Paul Horne – SCC Helen Morris – Essex CC Niki Park – Norfolk CC Paul Martin – First Suzanne Buck – Transport East Dan Johnson – Transport East Heath Williams – Ipswich Buses</p>
Minute taker:	Calum Poole

Agenda item	Description	Information/Reports/Comments
1	Highway Matters Arising	<p><i>Traffic Signals</i> Sara Noonan – do we have an inventory of signals that needed updating or are part of MOVA, SCOOT systems? Doug Cook provided an explanation of different types of system. Sara to contact Doug directly about specific junctions</p> <p><i>Network Assurance</i> Andrew Pursey – poor communications re A1119 – Leiston to Saxmundham – closure cancelled but no one told ops – chased highways but told it was cancelled at the last minute – why aren't ops told earlier? Doug – depends on the quality of info provided by company doing the works – companies don't always pass info onto Network Assurance Sam Guiver –there is a list of requirements, but no legal framework for cancellations – no requirement to notify of cancellations or to have to cancel works – DfT aware of issue – our own works are being looked at separately, start dates don't have to start on first day – issue passed onto comms for investigation – in this instance the streetworks team was not notified until following day after operators had been notified Mark Wedgwood requested to be kept in the loop to raise internally</p> <p><i>Highway issues</i> Mark W – silly pothole season – would appreciate reports for potholes (500 in the last week). Vegetation and bird nesting season please report so we can act before bird nesting season</p>
2	BSIP	<p>Moving Traffic Offence Enforcement – ANPR trial start date depends on how the application goes, turnaround time from central government is not known. However, consultation is now underway.</p> <p>Upper Brook Street update – provided update to Justin – schemes can be delivered independently of one another.</p> <p>Bus priority corridors – Barry Pope raised concerns about BODS data, reminding operators to update their feeds. He is happy to discuss with operators individually if they have concerns.</p>

		<p>BRT – Sara Noonan – when will the study be finalised? – expected at end of February</p>
3	DfT BSIP Support	<p>Ringo Chan was introduced to the Forum. He is one of a number of relationship managers – supporting the relationship between the Suffolk EP and DfT. Ringo confirmed that the DfT had given positive feedback to the BSIP addendum.</p> <p>James Wright – did we not get funding because we didn't do a good job? Ringo – competitive funding round and changes to funding envelope meant that lots of EPs missed – not the end of BSIP programme, funding should go on – Suffolk BSIP has been good at ticking a lot of boxes, addendum shows maturity of thinking – SCC in good position</p> <p>James – should Suffolk now be prioritised? Ringo – depends on scope of funding available, DfT targets for interventions etc – purpose of BSIP work to demonstrate continual commitment to schemes – Suffolk to be in a good position</p> <p>Timothy Stephenson reminded members that BSIP was one of 79 LAs and only 31 given funding, with 8 of those fast-tracked. The national BSIP funding pot had reduced significantly and was oversubscribed – some successful bids built on existing funding sources so had a head start – encouraged that DfT have listened and are acknowledging progress</p>
4	£2 Fare Cap	<p>SB – feedback from operators requested – no feedback from received from passengers as yet.</p> <p>Justin Wythe – 1st week of Jan normally quiet anyway – too early to say whether there's an increase in passengers – figures so far suggest not much difference – IB back to near 90% fare-paying passengers since pre-covid – concessionary still about 45% short.</p> <p>Daniel Butterfield – much the same as IB – no real change and too early to look at numbers – can provide update next time.</p> <p>Andrew Pursey – ignored first week of Jan – looked at w/c 9th Jan and compared with 2022 – 42% up on fare-paying passengers – not all down to fare cap, still recovering – w/c 9th January vs December – 4% up – seeing increase but difficult to analyse because of other factors</p>

5	Finance	SB – no updates from DfT for funding from April – corporate budget goes to Cabinet for approval in Feb – not expecting cuts to budget.
6	Service Changes	<p>SB asked for feedback on the idea of setting fixed change dates for bus services – should we look to standardise?</p> <p>JW – operators don't have anything against fixing – schools don't seem to have same term dates so standardising term dates would help.</p> <p>Andrew P – not keen due to number of factors that affect service changes – what SCC stance is on timetable cases? Cases not big enough for cases for multiple ops –</p> <p>SB – tbc at the next Board meeting – estate is what we used to maintain – something for publicity and marketing group to audit use of cases – ideally shared cases to reduce street clutter – need to find budget if we are to take it back under SCC control</p> <p>Tim – support JW and AP's point about volatility of service demand in throughout year – need to use virtual and written timetable information to promote services going forward</p> <p>Linda M – Transport Focus perspective – need to be flexible to help integration with rail – passengers want to know so comms is very important</p> <p>James W – for passengers, rail station at Ipswich, not sure where buses are going to stop, no immediate information for passengers as to where they can go to get the bus to town – lack of information – needs to be co-ordinated better</p> <p>Alan Neville – issues at Ipswich discussed with SCC, GA waiting to hear what is wanted – onward travel poster available and signage at bus stops – happy to put extra poster boards out, structures into ground more difficult but conversation is ongoing as to how best to improve customer experience. Timetable changes frequent during pandemic but usually only May and December for rail, some want more flexibility but not sure whether that will happen</p> <p>Tim Stephenson – isn't just a change in May and Dec, have to be lodged months in advance – rail network complex so not easy work out implications of service changes</p> <p>Steve Royal – easier than it used to be to change services – bus stop publicity as important as digital marketing – NCC have good processes in place</p>

7	Survey Update	<p>SB – Commissioned surveys – no tailoring of Q’s between ops as looking to get a standard picture – stops agreed</p> <p>Linda M – possible to benchmark between Suffolk and Norfolk – looking to standardise though there is scope for some flexibility to tease out trends in Suffolk. Main difference from previous is survey is that it’s continuous, not an annual survey – results expected in Apr / May</p>
8	Transport East Update	<p>Written update to be circulated after the meeting</p> <p>Main points – joined TsE, EEH to spend £300k to support LTAs to improve and deliver BSIPs – have provided feedback as to where we need the help most</p> <p>Summary of programmes to be included in notes</p>
9	AOB	<p>SB – data requirements – mentioned keeping BODS up to date – looking for simple formats and NDAs can be included – need number and type of tickets, adherence to timetables, length of journey, distance covered, lateness, fleet make up, impact of schemes, capacity on buses, disability access.</p>
5	Date of next meeting(s)	<p>14th March 2023 9th May 2023 11th July 2023 12th September 2023 14th November 2023 9th January 2024</p>