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| Title of Meeting: | Suffolk Enhanced Partnership Board Meeting |
| Purpose or Mandate: | A collaborative approach to improving passenger transport |
| Date: | 20 th February 2023 |
| Place: | Teams Meeting |
| Time: | 10:00 – 12:00 |
| Attendees: | <p> Cllr Alexander Nicoll (AN) – Suffolk CC - Chair Simon Barnett (SB) - Suffolk CC Timothy Stephenson (TS) – Suffolk CC Julie Mitchell (JM) – Suffolk CC Calum Poole (CP) – Suffolk CC Paul Horne – Suffolk CC Andrew Pursey – Borderbus Angharad Murray – Suffolk CC Mark Nicholas – Suffolk CC Gavin Smith – Go East Anglia Graeme Mateer (GM) – Suffolk CC Paul Martin (PM) – First Piers Marlow (PMw) – First David Bowden (DB) – Stagecoach Rob Crawford – Coach Services Rick Martin – Coach Services </p> |
| Apologies: | <p> Bill Hiron – Stephensons Justin Wythe – Ipswich Buses Heath Williams – Ipswich Buses </p> |
| Minute taker: | Robert Kemp |

| Agenda item | Description | Information/Reports/Comments |
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| 1. | Introductions/Apologies | <p>TS – welcome to everyone on the call. New attendees to the meeting: Julie Mitchell – Policy & Information Manager Angharad Murray – Data & Intelligence Manager Mark Nicholas – Senior Data Officer</p> <p>SB – apologies received (see above)</p> <p>AN – could SB/TS follow up with those at larger operators who are not attending.</p> |
| 2. | Operator roles within the Partnership | <p>TS – the best partnerships are those where everybody feels part of something. Hoping that the work load can be shared amongst partners. SCC were happy to start this up but would hope other partners can take on roles and lead in certain areas.</p> <p>SB – we don't do enough to share good news eg First's new buses, services being saved in the Haverhill corridor. Request any good news stories to be sent in so that we can put these on Suffolk on Board. Service updates can also be fed onto the website and RTPi.</p> <p>Starting to re-write the BSIP. There was the addendum in November but now the whole thing is being redrafted. This will include what has already been done and things for the future. Potential for an operator's forum as a new channel away from the EP.</p> <p>DB – it is a good idea but need to be careful of competition laws. This board with SCC present makes it more comfortable to discuss openly.</p> <p>AN – agreed.</p> <p>DB – Held a Rural Connectivity Summit attended by Norman Baker to discuss how to make rural transport work better. Happy to share this with the group. Would a similar one in Suffolk be held in Suffolk?</p> <p>AN – were Transport East in attendance as Cambridgeshire is in their area. Would like the information on this and will contact Andrew Summers.</p> |

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| | | <p>DB (via Teams chat) – Chair (AN) has been added to the distribution list for the Rural Connectivity Summit.</p> <p>JM – saving services in the west which was a good news story actually had a negative effect on independent travel training due to changes in journeys and journey length. Any good news story must be good for all.</p> <p>TS – obligations to re-visit the BSIP every 12 months. Our BSIP wasn't far off in achieving funding. With BSIP2 DfT have been pleased with what they've seen so far. In the future it will include schemes that are fully designed and costed so that they are ready to go. We're in a much better place than this time last year in regards to BSIP</p> |
| 3. | Marketing & Publicity | <p>JM – we need to plan together what we are doing with our comms. DfT have confirmed we can use money for a person to pull this all together – possibly a 2 year secondment. May also need an outside agency?</p> <p>AN - from previous discussions it's important that we don't reinvent the wheel. All comms to be harmonious, visible and coherent for passengers.</p> <p>DB – supports notion of not reinventing the wheel. Good idea to use Government money for this.</p> <p>JM – concessionary fare passengers to be targeted along with all key stakeholders in the bus market. Think about how every journey matters. Use key messages within the charter for people to see.</p> <p>AN – we can all publicise messages from the Charter. Previously spoken about setting up a marketing/comms group.</p> <p>DB – with individual travel training there's a hidden cost in the saving – the cost of what the taxi would have cost if travel training hadn't taken place. Apologies if service withdrawals caused issues and happy to discuss.</p> <p>AN – keen to set up this group. Has there been any offers from operators?</p> <p>SB – First, Borderbus, Ipswich Buses, Go East Anglia, Stagecoach as well as Cllr Morley, Cllr Alexander Nicoll, Julie Mitchell, Mark Nicholas, Mark Langford.</p> <p>JM – a 2 year internal secondment would be the preferred option. JPP can be shared with the group prior to going out.</p> |

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| | | <p>AN – person has to be keen, enabled, motivated to drive it forward and leave a positive legacy.</p> <p>(sample ideas)</p>  |
| 4. | Service Funding & Implications | <p>SB – confirmation received that the £2 fare cap and support funding has been extended for a further 3 months until the end of June. No amounts have been confirmed as yet. This will be divided up for contracted services and to support other routes.</p> <p>PMw – the news regarding £2 fare cap and extended funding is good but we’re cautious. Would be happier if the £2 fare cap made up the revenue short fall. Reduction on the registration period depends on how early decisions in Government are made going forward.</p> <p>DB – have had good passenger generation from £2 fare cap. Waiting to see if BRG is on same set of T&C’s.</p> |
| 5. | Survey Update | <p>SB – have had the first set of passenger comments back. So far nothing negative. No figures until later in the year but will share feedback once more responses received.</p> <p>AN – does the survey include questions about marketing/comms? Would like it included as it can provide useful feedback.</p> <p>SB – it doesn’t at the moment as focusing on people already on journeys but it can be tailored throughout the year so this can be added.</p> <p>TS (via Teams chat) – the survey is a nationally co-ordinated piece of work.</p> |
| 6. | Traffic Signal Priority | <p>CP – latest version has been sent round – would appreciate comments from operators by the end of next week.</p> |

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| | | <p>PM – has been leading on this from a Norfolk perspective so will look through and give some feedback.</p> <p>DB – could this be sent to him personally as not sure who within company received it. Will then provide comments.</p> <p>CP – Bus Priority update – West End Road in Ipswich, experimental traffic order due to start on 13.3.23 followed by consultation. Happy to discuss with operators bus priority pipeline drawings.</p> |
| 7. | Bus Rapid Transit | <p>CP – currently digesting the report and will circulate to operators in due course.</p> <p>PM – good to hear about the schemes. Alongside Justin Wythe at Ipswich Buses they've looked at the active travel plans – are there any updates/timelines?</p> <p>CP – active travel scheme still in the design process but nothing fundamental has changed. Will send update.</p> <p>GM – funding timescales – only got 3 months to bid and have to spend the money in the next financial year meaning schemes for this round need to be easily deliverable.</p> |
| 8. | Multi-operator Ticketing | <p>SB – latest version has been updated by John Birtwistle. SB to add further operator details and return to Suffolk Legal.</p> <p>TS – met with DfT last week at an open forum and have invited them to Suffolk. Personal opinion is that the £2 fare cap is hindering the multi-operator ticket.</p> |
| 9. | AOB | <p>AN – can an inaugural meeting of the marketing/comms group be set up prior to the next board meeting and local elections.</p> <p>TS – worth looking at the BSIP bid for Lancashire as they have gone ahead with schemes regardless of the £2 fare cap.</p> <p>AN – thanks to all for participating in the group discussion.</p> |
| 10. | Date of next meeting | <p>EP Forum – 21.3.23 EP Board – 24.4.23</p> |