
Date: 27/04/2023

Venue: Microsoft Teams

Present: David Taylor (Independent Consultant)
 Lee Quincey (Leicestershire County Council)
 David Brookes (Centrebus)
 Ross Hitchcock (Trent Barton)
 Toby France (Arriva)
 Nicola Tidy (Nottingham City Transport)
 Patrick Stringer (Stagecoach)
 Adam Hemingway (Vectare)
 David Atkinson (Harborough District Council)
 Clare Waldron, Louise Twining (ITP)

Purpose: Leicestershire Enhanced Partnership Board Meeting

Minutes take by: Louise Twining (ITP)

Minutes of Meeting

		ACTION
1.	<u>Welcome and introductions</u> <ul style="list-style-type: none"> Minutes of the previous board meeting were accepted as an accurate record of the meeting 	
2.	<u>BSIP review update</u> <ul style="list-style-type: none"> DfT has indicated that there may be further a further round of BSIP funding with announcements to that effect expected in the coming months. LCC has a meeting with its DfT lead on 12th May to discuss the BSIP approach and understand DfT's expectations. The Leicestershire BSIP will have three main aims: green agenda; supporting the commercial network; and the rural transport challenge. ACTION- Any comments or suggestions to take into the meeting to be sent to Lee Quincey by Tuesday 9th May. Operators suggested that information on pinch points have been provided multiple times, so it would be worthwhile LCC having one master list that operators could review and comment on It was also suggested that it could be worth determining those corridors that are key in terms of patronage and present the best 	ALL

	<p>opportunity for economic improvement and then look at pinch points along those key corridors.</p> <ul style="list-style-type: none"> • It was suggested that it would be worth considering reviewing entire corridors, including working across boundaries with neighbouring authorities which has been successful with other authorities. • Multiple operators also highlighted that Baxter Gate in Loughborough is a key area for improvement. 	
3.	<p><u>EP manager role(s) update</u></p> <ul style="list-style-type: none"> • LQ highlighted that LCC had advertised the EP manager role but was unsuccessful in filling the position. • The post is being readvertised and LQ requested that operators share the link to the advertisement: https://eism.fa.em2.oraclecloud.com/hcmUI/CandidateExperience/en/sites/lcc/requisitions/preview/209 • ACTION – operators to post the job advertisement via appropriate social media and other channels 	ALL
4.	<p><u>Branding update</u></p> <ul style="list-style-type: none"> • LQ indicated that the original intention was to make the 'Leicestershire Buses' branding consistent with 'Leicester Buses' branding. At the previous EP Forum meeting, operators had raised concerns that use of the same colour scheme across both authority areas might cause confusion for customers around ticketing and flexi zone capping areas. • It was suggested that the county branding could adopt the Leicestershire County green instead of the multi-coloured Leicester Buses approach. It was highlighted that seeing the colour green can be challenging for people who are colourblind. • ACTION- LCC to discuss the branding ideas including use of the county green with Euan Webster (ewan@onboarddesign.co.uk) 	LCC
5.	<p><u>Development of minimum infrastructure standards document</u></p> <ul style="list-style-type: none"> • CW reported that the minimum standards infrastructure document was ready to publish but was waiting for the branding issue to be resolved. • LQ suggested that as the standards document is ready to go that the document should include a comment stating that the Leicestershire branding will complement the Leicester City branding. • ACTION – CW to remove rainbow Leicestershire branding images from the standards document and make reference to agreeing a brand for the county. • ACTION – CW to issue the standards document and share with the Bus User Group for comment. 	CW CW
6.	<p><u>Potential future scheme- standardising eligibility age for youth fares</u></p> <ul style="list-style-type: none"> • CW reported that feedback from operators had been gathered regarding standardising the eligibility age for youth fares in Leicestershire. Operators generally were not supportive of this as 	

	<p>an unfunded scheme as some operators would lose out financially. Others considered that the lack of competition meant there was less need for a standard age for youth fares. Others also referred to neighbouring authorities adopting youth criteria which may not be consistent with Leicestershire's approach.</p> <ul style="list-style-type: none"> • CW highlighted that Nottingham City and Nottinghamshire are working together to design an Under 22 fare scheme using BSIP funding. • It was also noted that Leicester City EP is considering a youth fares scheme and the county should aim to be consistent with neighbouring authorities. • It was suggested that a working group be established and a feasibility study commissioned to cost out the implementation of a youth fares scheme and arrive at an agreed approach should DfT make BSIP funding available. • ACTION – LCC to explore funding availability for a feasibility study 	LQ
7.	<p><u>Other potential EP schemes</u></p> <ul style="list-style-type: none"> • DB suggested that RTI implementation would have considerable benefits by encouraging customer confidence in services. It was highlighted that it would be particularly useful at Leicestershire's town centre stops and would be less costly than other improvements such as bus priority. • RH suggested that a mobility hub in a county town was another possible scheme. It was also highlighted that such a scheme wouldn't necessarily need BSIP funding and could draw from other sources such as Section 106 funding. • ACTION- send any other suggestions for potential EP schemes to nbs@leics.gov.uk 	ALL
8. & 9.	<p><u>Bus User Group (first meeting) and Passenger Charter amendments</u></p> <ul style="list-style-type: none"> • CW highlighted that a summary of the first meeting of the Bus User Group was provided at the EP Forum meeting on 9th March 2023. The main take away from the meeting was the Passenger Charter to be amended to include expectations of the public when on board the bus. CW shared draft text which operators commented on during the meeting. • Operators also suggested adding text re. giving up priority seats for those who need them, use of the wheelchair bay and following driver instructions • ACTION – CW to amend the Passenger Charter with the finalised text re. passenger behaviour and share with the Bus User Group for review 	CW
10.	<p><u>EP AGM</u></p> <ul style="list-style-type: none"> • The Enhanced Partnership AGM is to be held on Thursday 11th May at 13:30 via MS Teams • David Taylor confirmed his willingness to continue as board chair and operators were invited to endorse David or nominate an 	

	<p>alternative Chair by 5pm on 28th April. CW confirmed that proformas for this purpose had been circulated to all EP Forum members.</p> <ul style="list-style-type: none"> • CW reported that one of the district and borough representatives on the Board had confirmed their willingness to continue in the role and was awaiting a response from the second. All district and borough representatives on the EP Forum have been invited to nominate themselves to serve on the Board. 	
11.	<p><u>AOB</u></p> <ul style="list-style-type: none"> • TF reported that Arriva and Stagecoach have worked together to prepare a Qualifying Agreement for services on the Nuneaton – Leicester corridor. A joint timetable and coordinated tickets have been launched. Both operators are keen to explore a similar Qualifying Agreement for the Leicester - Market Harborough corridor but need the council to engage to assist in the process. • ACTION - LCC to arrange a meeting to take this forward • CW noted that it would be interesting to see the impact on passenger behaviour and service satisfaction of this coordinated approach in the future. <p>DT asked for the following LCC bus services contact information to be shared with all operators: Contract enquiries mainstream@leics.gov.uk Finance enquiries TO@leics.gov.uk Invoice submissions leicsinvoices@emss.org.uk Registration enquiries choosehowyoumove@leics.gov.uk Policy / review enquiries PTPS@leics.gov.uk</p>	LQ
12.	<p><u>Date of next meeting</u></p> <ul style="list-style-type: none"> • Next meeting is the EP AGM on Thursday 11th May at 13:30 • All were thanked for attendance at the meeting 	