

Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (City Development)

Date: 9th September 2015

Subject: Draft Terms of Reference – Inquiry into Bus Service Provision

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1. Summary of Main Issues

Leeds City Council has an ambition to be the best council in the UK: fair, open and welcoming with an economy that is both prosperous and sustainable so all our communities are successful. The Vision for Leeds 2011 – 2030 supports this ambition stating that for 2030 Leeds will have a high quality, accessible, reliable and affordable public transport. The Best Council Plan 2015 – 2020 identifies that working with partners the Council wants people and businesses in Leeds to benefit from transport that meets their needs by improving transport connectivity to connect people to jobs and services.

At its meeting on the 17th of June 2015, the Scrutiny Board considered potential sources of work for the 2015/16 municipal year. Following consultation with Executive Board Members and representatives from City Development, the Board expressed a desire to undertake an inquiry which would consider bus service and how the arrangements for their provision meet the needs of people and businesses in Leeds.

2. Recommendation

The Scrutiny Board (City Development) is recommended to:

Note the information contained within this report, make further recommendation to update the terms of reference where necessary and agree the terms of reference for the inquiry.

Note that the terms of reference may incorporate additional information during the inquiry should the City Development Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

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1 Purpose of this report

- 1.1 This report sets out the draft terms of reference for the Scrutiny Boards inquiry into Bus Services in Leeds.

2. Scope of the Inquiry

- 2.1 The Scrutiny Board at its meeting on the 17th of June 2015 resolved to undertake an inquiry to consider bus services since the work of the Scrutiny Board (Sustainable Economy and Culture) in 2012/13 which focused on increasing bus patronage in Leeds. The Board expressed a desire to have a clear understanding of current service delivery and how this supports our objectives as a Council to connect residents and visitors to employment, training, culture and leisure and support the economic prosperity of the city. Whilst undertaking the inquiry the Board also wish to understand the current and future options for bus service provision in the city and consider what would be most beneficial for Leeds.

The Board also recognises that the West Yorkshire Combined Authority (WYCA) is developing a Single Transport Plan for West Yorkshire which is expected to incorporate the Authority's strategy Bus Strategy. It is hoped that the work of this Scrutiny Board will add value to this development and the work of the Combined Authority.

- 2.2 The purpose of the inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:

- The provision and connectivity of Bus Services in Leeds, including services into the Leeds area and sufficiency to meet the needs of people and business.
- Current impact of bus services on social inclusion, poverty and the economy
- Options for improving local bus services
- Investment and the delivery of strategic and operational improvement in bus services
- Consultation on the Bus Bill
- Input into the WYCA Bus Strategy, forming part of a single transport plan

- 2.3 Additional guidance has been sought from the Head of Transport Planning (City Development) and the Acting Director, Transport at WYCA in order to recommend areas of focus for the inquiry.

3. Desired Outcomes and Measures of Success

- 3.1 In conducting the Inquiry the Board wishes to reflect on the provision of current bus services in Leeds and consider how planned improvements and models for operation will deliver the objectives for people and businesses set out in the Vision for Leeds and the Best Council Plan.
- 3.2 It is important to consider how the Scrutiny Board will deem if their inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.

3.3 Following the inquiry the Scrutiny Board will publish its report which will identify clear desired outcomes. These will be reflected in the recommendations made. The director or organisation to whom the recommendations have been made will be responsible for monitoring the impact of each recommendation and for advising the Scrutiny Board accordingly as the board reviews progress.

4. Comments of the relevant Director and Executive Member

4.1 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.

5. Timetable for the inquiry

5.1 It is anticipated that the inquiry will take place early in 2016 and conclude before May 2016. The length of the inquiry and range of evidence to be collected is however subject to change by agreement of the Board.

6. Submission of evidence

- Background and context to deregulation of bus services
- Influence and impact of bus services in Leeds on the economy, poverty and social inclusion.
- The role of the West Yorkshire Combined Authority in relation to bus services and the aspirations of the WYCA.
- The role of the Highway Authority
- The aspirations of Leeds City Council with regard to the city's bus services
- Development for bus services under the proposed Single Transport Plan 2016-2036, the West Yorkshire Bus Strategy and what this would mean for Leeds.
- The current bus offer, passenger satisfaction and key issues such as ticketing, fares, journey times, reliability, routes/connectivity
- Current and future options for improving local bus services
- Relevant experience of other Transport Authorities in the development of their own bus strategies.
- Devolution and the Bus Bill

7. Witnesses

7.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Leeds City Council Officers
- Elected Members
- Passenger Focus Groups
- Bus Operators
- ABOWY
- West Yorkshire Combined Authority, including WYCA Scrutiny and Transport Committees.
- North East Combined Authority (Nexus)
- PTEG
- Cornwall Council

8 Corporate Considerations

8.1 Consultation and Engagement

Where the board deems it appropriate to undertake in consultation in order to conduct the inquiry or gather necessary evidence consultation could be undertaken.

8.2 Equality and Diversity / Cohesion and Integration.

8.2.1 Equality Improvement Priorities have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.

8.2.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.

8.2.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.

8.2.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

8.3 Council Policies and City Priorities

This inquiry will support objectives as defined in The Vision for Leeds 2011 – 2030 and the Best Council Plan 2015-20

8.4 Resources and Value for Money

There is no resource or value for money implications relating to this report. At the conclusion of the inquiry any identified impact will be reported in the final inquiry report.

8.5 Legal Implications, Access to Information and Call In

None

8.6 Risk Management

There are no risk implications relating to this report. At the conclusion of the inquiry any identified risk will be reported in the final inquiry report.

8.7 Recommendations

The Scrutiny Board (City Development) is recommended to:

8.7.1 Note the information contained within this report, make further recommendation to update the terms of reference where necessary and agree the terms of reference for the inquiry.

8.7.2 Note that the terms of reference may incorporate additional information during the inquiry should the Scrutiny Board identify any further scope for inquiry or request further witness or evidence.

8.8 Background documents¹

None

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¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.