

## **Scrutiny Board (Sustainable Economy and Culture)**

### **Bus Services in Leeds**

#### **Terms of reference**

#### **1.0 Introduction**

- 1.1 One of the priorities in the City Priority Plan for Leeds under the banner of 'best city for business' is to "improve journey times and the reliability of public transport".
- 1.2 Following on from the Board's inquiry in 2011/12 into the impact of existing major sources of travel movements within the city, and the plans being made to address the impact of known future developments on the city's transport infrastructure, Members agreed that they wished to carry out an inquiry this year looking specifically at how to encourage increased bus patronage in Leeds.
- 1.3 A working group meeting was held on 2 August with representation from City Development directorate and Metro, to scope the proposed inquiry. At the working group we were made aware of 2 major consultations being carried out by the West Yorkshire Integrated Transport Authority, which are scheduled to take place in late 2012 and will affect the future of bus services in Leeds.
- 1.4 The first of these is the Area Bus Network Review Programme, which is a review of services across West Yorkshire. The review is being carried out on a phased basis and will be taking place in Leeds over the coming months, for implementation in the second half of 2013.
- 1.5 The second is the proposal to introduce a Bus Quality Contract Scheme in West Yorkshire. The proposals will be subject to a formal statutory public consultation process.
- 1.6 It is proposed that the Scrutiny Board times its work in order to include participation in these consultations as one strand of the inquiry.

#### **2.0 Scope of the inquiry**

- 2.1 The purpose of the Inquiry is:
  - To make an assessment of and, where appropriate, make recommendations on what can be done to encourage more people to use buses in Leeds;
  - To participate in the consultations on proposed changes to bus services in Leeds arising from the Area Bus Network Review Programme, and the proposed bus quality contract scheme for West Yorkshire.

- 2.2 The Board hopes that its findings will provide a timely and positive contribution to achieving the city priority to “improve journey times and the reliability of public transport”.

### **3.0 Comments of the relevant director and executive member**

- 3.1 Scrutiny Board procedure rules require that the Board consults with the relevant Executive Member and Director on the terms of reference for its inquiries. Any views will be communicated to the Board. Officers from City Development Directorate and Metro contributed directly to the scoping of the inquiry.

### **4.0 Timetable for the inquiry**

- 4.1 The inquiry will take place in November and December 2012.
- 4.2 The inquiry will conclude with the publication of a formal report setting out the board’s conclusions and recommendations. The Board may also make specific submissions as part of the two consultation processes.

### **5.0 Submission of evidence**

#### **5.1 Scrutiny Board meetings – 22 November 2012 and 20 December 2012**

The evidence for this inquiry will include:

- Background and context to deregulation of bus services
- Information on the role of the West Yorkshire Integrated Transport Authority in relation to bus services
- Update on current key issues, eg ticketing, fares, journey times, reliability, routes
- Opportunities and barriers in relation to increasing bus usage
- Issues of local accountability and governance for Leeds in relation to the provision of bus services
- The role of the Highway Authority
- Background and context to the Area Bus Network Review programme, information on the consultation process and details of the proposals for Leeds
- Overview of Bus Quality Contract schemes and details of the proposals for the West Yorkshire Bus Quality Contract Scheme

The board will then consider emerging conclusions and recommendations to inform the production of the final inquiry report.

- 5.2 The inquiry will be supported by officers from Metro and the City Development Directorate. Other witnesses will be invited as appropriate, including bus service providers and passenger representatives.

## **6.0 Equality, Diversity and Cohesion and Integration Issues**

- 6.1 Where appropriate, all terms of reference for work undertaken by the Scrutiny Boards will include  
To review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the council's Equality and Diversity scheme, and on the council's Cohesion and Integration Priorities and Delivery Plan.
- 6.2 The objectives of this inquiry particularly reflect the following theme from the council's Equality and Diversity scheme:  
Service Delivery – Leeds City Council provides fair access to services which meet the needs of our diverse communities and individuals. However it is recognised that Leeds City Council does not directly provide bus services.

## **7.0 Monitoring Arrangements**

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

## **8.0 Measures of success**

- 8.1 It is important to consider how the Board will deem whether its 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.
- 8.2 The Board will look to publish practical recommendations.