

North Somerset Council

Report to the Executive

Date of Meeting: 22/06/2022

Subject of Report: North Somerset Bus Service Improvement Plan (BSIP)

Town or Parish: All

Officer/Member Presenting: Councillor Steve Hogg, Executive Member for Highways and Transport

Key Decision: Yes

Reason: Financial value and affects communities across the whole Local Authority area.

Recommendations

That the Executive:

- 1 Notes the current iteration of the draft Enhanced Partnership Plan and Scheme as attached in **appendix 3** and delegates to the Executive Member for Highways and Transport the authority to approve the final Enhanced Partnership Plan and Scheme on behalf of North Somerset Council
- 2 Agrees that the Executive member for Highways and Transport is delegated authority to determine any matters required by the Council in relation to the agreement of the final DfT funding offer including any changes to the spend profile in **appendix 2**
- 3 Notes the Department for Transport (DfT) indicative BSIP funding allocations:
 - a) capital funding award of £47,983,473 allocated to North Somerset Council, and
 - b) the indicative revenue funding award of £57,505,498 allocated jointly to the West of England Combined Authority and North Somerset Council.
- 4 Notes the proposed outline BSIP delivery commissioning plan in **appendix 5** to facilitate timely delivery of the Bus Service Improvement Plan works programme across North Somerset commencing in autumn 2022.

And further that the Executive recommend to Council:

- 5 That Council approve the commissioning plan required to deliver the BSIP
- 6 Approval of the following:
 - An increase to the Capital Programme of £47,983,473 from 2022 in recognition of the outline DfT funding award.
 - Delegation to the Director of Corporate Services/ s151 officer to increase the 2022-23 Revenue Budget by up to £12m to be funded from BSIP grant allocation

Summary of Report

- 1.1 Transport decarbonisation is an essential part of the council's climate emergency action plan which aims to reduce emissions to net zero in North Somerset. Transport emissions make up 43% of the emissions in North Somerset. Provision of quality public transport options is a key part of the emerging transport decarbonisation strategies across the West of England, with bus transport recognised as requiring significant capital and revenue expenditure.
- 1.2 In October 2021 the Council's Executive approved the adoption of the Bus Service Improvement Plan (BSIP) in formal partnership with the West of England Combined Authority (WECA). This plan formed a joint funding bid to the Department for Transport (DfT) for a share of a national £1.1bn bus transformation fund. The funding bid was extremely successful and North Somerset Council in partnership with WECA have been notified by the DfT that the indicative level of funding for the area is £105.5m, the second highest in the country. In October 2021 the Council's Executive approved the adoption of the Bus Service Improvement Plan (BSIP) in formal partnership with the West of England Combined Authority
- 1.3 This funding package offers a truly transformational level of funding, eclipsing anything previously seen in public transport in the history of North Somerset Council. The investment represents a genuine opportunity to deliver many of the 2030 carbon reduction targets, by improving the effectiveness of public transport to a level that creates a genuine alternative to the use of private vehicles.
- 1.4 The BSIP will be delivered through a delivery mechanism called an Enhanced Partnership (EP). This EP is both a delivery plan and a governance mechanism which will help the relevant authorities and partners work together to deliver the outcomes of the BSIP. The initial version of the Enhanced Partnership was produced and agreed for submission to DfT in October 2021 – this report contains a much more detailed iteration which will be submitted to the DfT by the end of June 2022 and will require consultation and final approval for October 2022.
- 1.5 A number of formal decisions are required in order for the council to successfully implement the BSIP and deliver the measures required. Due to pressured timescales, some delegations will be required in order to deliver against DfT timescales – in particular the adoption of the final version of the Enhanced Partnership and determining any matters required by the Council in relation to the agreement of the final DfT funding offer including any changes to the spend profile. Where delegations are agreed, scrutiny and wider member engagement will be retained as demonstrated throughout the BSIP work so far.
- 1.6 The DfT required timescales are as follows:

Bus Service Improvement Plan funding review	May - June 2022
Enhanced Partnership drafting and revisions	May - June 2022
Enhanced Partnership consultation	Summer 2022
BSIP funding finalised and awarded	Summer 2022
Enhanced Partnership adoption	October 2022
October	
Capital and Revenue scheme commencement	Autumn 2022
All BSIP DfT funded schemes delivered	Spring 2025.

2. Policy

- 2.1 The national Government's *Bus Back Better – a National Bus Strategy for England* is consistent with the following NSC and West of England policies & plans:
- The West of England Bus Service Improvement Plan
 - The North Somerset Council (NSC) Corporate Plan 2020-24
 - The West of England Bus Strategy [\(2020\)](#);
 - The West of England Joint Local Transport Plan 4 (JLTP4) [\(2020\)](#);
 - The emerging NSC Local Plan 2038.
- 2.2 In particular, the proposals in this report directly support the council's corporate priorities, with particular emphasis on transport decarbonisation and contribution to the council's aim to deliver net zero emissions.

3. Details

The BSIP funding allocation

- 3.1 The funding is split into 2 distinct but related parts:
- a dedicated capital improvement fund for North Somerset Council of £47,983,473 to deliver bus priority focused schemes
 - a pooled revenue fund (with WECA) of £57,505,498 to facilitate delivery of the DfT approved elements of the NSC and WECA BSIP objectives.
- Full details of the outline award are included in **appendix 1**.
- 3.2 It is recommended that this report is forwarded to Council in order to increase the capital programme by £48m to allow the infrastructure elements of the BSIP to be delivered. At time of writing this report there is uncertainty over the specific revenue budget split between WECA and NSC, as the detailed programme plan will determine the spend to be made by each organisation, and the final funding amount is yet to be confirmed. It is anticipated that the NSC share of revenue funding will be between £10 and £12m over three years. Therefore, Council is requested to approve a delegation to the Director of Corporate Services / s151 officer to increase the revenue budget by up to £12m to be funded from BSIP grant allocation.
- 3.3 The outline spend profile for the delivery of the funding is provided in this report in section 5, with further detail provided in **appendix 2**. This spend profile needs to be submitted to the DfT by the end of June 2022 alongside the revised EP.

The Enhanced Partnership (EP)

- 3.5 The delivery model for the adopted West of England BSIP will be an Enhanced Partnership (EP). A DfT condition of receiving the final BSIP funding allocation is to provide a revised draft of the 'transformational EP' by the end of June 2022 and adopt the final version of the EP by October 2022. This is detailed in the funding letter in **appendix 1**.
- 3.6 An EP is a statutory agreement between local transport authorities (WECA and North Somerset Council), bus operators and highway authorities under which each party makes legally binding commitments to improve bus services and the facilities associated with them. It has the potential to bring about improvements quickly, and it puts in place a framework under which future bus service improvements can be

delivered as the capital schemes are delivered. It comprises an overarching EP Plan and one or more EP Schemes. The West of England draft EP is contained within **appendix 3**.

- 3.7 The draft EP Scheme sets out all the 'asks' of the partners - Local Transport Authorities, Highways Authorities and bus operators - to meet BSIP objectives within a defined geographical area. The EP asks for operators to include the development of multi-operator ticketing, a recognisable brand across the region, and provision of an effective desirable multimodal integrated public transport service.
- 3.8 The West of England draft EP also contains details of the joint NSC and WECA governance structure which will consist of an EP board, supported by an EP advisory panel. There is also an annual Bus User Forum. North Somerset Council are represented at all levels.
- 3.9 A condition of the funding award is that the council "memorialises" all existing agreements such as existing revenue budgets, quality partnership schemes (metrobus being a prime example of this), voluntary partnership agreements, traffic regulation conditions, traffic regulation orders for bus priorities, bus shelter maintenance expenditure etc. The EP Scheme seeks to formalise this across the respective constituent authorities. Should there be a reduction in current resources, or commitments from the LTA, the DfT reserve the right to withdraw or reduce the funding as appropriate.
- 3.10 The West of England draft EP Plan and Scheme is set out in **appendix 3**, and further details of the technical features required in an EP are set out in **appendix 4**. This report recommends that the executive approves the draft EP and delegates signing off the final version of the EP to the Executive Member for Highways and Transport, once the feedback from DfT is received and consultation is complete, in order to meet the required deadline of October 2022. The Executive Member will engage with Place scrutiny and the wider Executive prior to signing off the final version. The consultation process is set out in section 4 of this report.

The commissioning plan

- 3.11 The BSIP funding conditions mean that we will need to deliver NSC schemes efficiently and at pace. An outline commissioning plan is included in **appendix 5** for approval, to help immediately start work to deliver the package of works within the compressed timescales. It proposes the use of specialist framework agreements to facilitate design, consultation, and delivery of schemes, along with exploring building internal capacity, and the use of tenders for the supply of goods and services. Where possible existing resource in NSC and WECA will be shared, to ensure efficiency and collaboration.
- 3.12 The highways authority (i.e. the local authority, not the regional authority) are responsible for the delivery of the circa £48m of capital funded schemes, therefore specific commissioning is required for North Somerset to deliver the capital investment.
- 3.13 The indicative BSIP revenue allocation of £57,505,498 is pooled jointly to the West of England Combined Authority and North Somerset Council. This revenue element of funding will be shared across the three WECA unitary authorities and North Somerset Council and must be delivered with the 3 years allocated for the delivery of the BSIP. This work can be jointly commissioned, with some elements anticipated to

be specific to North Somerset and some to be pooled across the region. Therefore revenue spend elements are also included in North Somerset's commissioning plan to ensure timely delivery.

- 3.14 This report recommends that the Executive forward the request for approval of the commissioning plan to the next Council meeting on 12th July 2022 in order to expediate the required procurement.
- 3.15 This swift delivery of schemes will assist the recovery of the local and regional bus network, reducing the need for future subsidies and unlocking the ability of operators to deliver high frequency, sustainable, quick and affordable travel for residents across our network. Operators will provide formal binding commitments to support these objectives in the EP.

Monitoring and assessing successful outcomes

- 3.16 It will be essential to closely monitor the delivery of the BSIP through the EP. The intended outcomes are set out in paragraph 3.17 below, with more detail available as part of **appendix 4** of this report within the spend profile. Monitoring methodology is currently being developed.
- 3.17 The intended outcomes of the BSIP and EP funding package which will be measured and monitored are as follows:
- The current bus network should increase significantly, delivering a comprehensive network of services with frequency standards matched to the population densities and demands.
 - Low population rural conurbations between the A38/ A37 corridor where the network has traditionally failed to sustain itself will be considered for Demand Responsive Transport pilots in partnership with WECA.
 - Higher bus frequencies in our towns and urban areas, offering a good range of destinations and connections including with rail. Major towns should expect a minimum frequency of 60 minutes, with many increased to every 30 or 20 minutes on our priority corridors such as the A370, A369 and A38.
 - We want bus services to support the 24/7 economy, so we leverage our funding to seek improvements to the early morning, evening, night, and weekend services and formalise these within the EP where they can be agreed.
 - We want fares to be simple, and affordable with multi-operator ticketing as standard and envisage reduced fares though investing in technology to support tap and cap ticketing, and innovative new fares schemes, early examples are the low fare zones in all our major towns such as Portishead, Nailsea and Clevedon.
 - We want family travel, and youth travel to be affordable, so we will work with bus operators to explore ways of achieving that using revenue funding to establish lower cost and sustainable new ticket schemes.
 - We will present our bus network as a single system with every vehicle and bus stop identifiable as part of the network, through a common brand.
 - We will commit to excellent standards of information and customer care in a Bus Passenger Charter.
 - We want bus journeys to be reliable and consistent and therefore propose a £47.9m investment in infrastructure over the next 3 years to help speed up services and improve punctuality. We have identified the A370, A369 and A38 corridors as high

priorities for investment with further improvements delivered in our other main towns and villages.

- We want every bus stop to act as a shop window for our bus services, with many of 5000+ stops in the West of England being improved over the next 5 years and new stops created promptly to serve areas of growth and development.
- To match the local, regional, and national aspirations of the Climate Emergency, we want every bus to meet Euro VI emission standards and be zero emission by 2035 or earlier if possible, with the first electric buses entering service within 1 to 3 years.

4. Consultation

Elected Members

- 4.1 Executive members have been regularly briefed on the progress with BSIP in the lead up to this report. This will continue, led by the Executive Member for Highways and Transport, throughout the life of the BSIP.
- 4.2 An all-member scrutiny briefing was held on the 16th of May 2022 to provide an overview of the BSIP award and the broad approach to the delivery of the capital and revenue projects, with the opportunity to provide feedback. Ongoing scrutiny engagement is an essential part of the emerging communications and engagement plan for BSIP, and it is envisaged that Place scrutiny will host regular all-member briefings to ensure that members are kept informed of progress.

Enhanced Partnership Consultation

- 4.3 The EP plan and first scheme reflect what is already in place in local transport authorities and provided by bus operators. There has been a continuous informal dialogue process with all the operators in the build-up to the creation of the EP and first scheme. North Somerset Council along with The West of England Combined Authority formally launched a pre-EP consultation with local operators on the 9th of December 2021 to seek input /ideas and suggestions to help shape the final EP. This was paused upon request of the DFT in January 2022.
- 4.4 A new EP consultation will need to be started in the summer of 2022 with the mandatory stakeholders due to the EP being tailored to encapsulate the deliverable outcomes of the BSIP funding.
- 4.5 Once the notice period concludes and subject to no effective objections the EP will progress to a short technical consultation for 28 days on the content of the EP Plan, and the first EP Scheme which must be carried out with bus operators, organisations that represent passengers, neighbouring local authorities, the Traffic Commissioner, the Police, Transport Focus and the Competition and Markets Authority. One of the purposes of this exercise is to give bus operators an opportunity to object formally to any proposed features of the EP.
- 4.6 Engagement has taken place with officers of Somerset County (and Wiltshire and Gloucestershire County Councils in the context of the joint BSIP) on cross-boundary issues. There will be an ongoing need for officers to continue to liaise closely with them, especially around integrated and improved bus services. North Somerset Council is a statutory consultee to neighbouring Enhanced Partnerships.

Wider consultation and engagement

- 4.7 As the BSIP and EP move into delivery phase, excellent communications alongside specific consultation on changes to the transport network will be required. A communications and engagement plan is being developed to ensure key stakeholders such as Town and Parish councils, businesses, statutory organisations, residents and all other stakeholders are properly engaged and consulted with.

5. Financial Implications

- 5.1 The funding arrangements for the joint BSIP were provisionally outlined in a letter from the DFT on the 04/04/2022, significantly later than anticipated. The total joint award was £105,488,970 - split into a specific capital award for North Somerset council of £47,983,473, and joint NSC/WECA revenue allocation of £57,505,498.
- 5.2 The west of England Combined Authority has received a £540m capital allocation through the City Region Sustainable Transport Settlement (CRSTS) and, together with a local contribution, circa £407m of this is to deliver the bus priority corridors over the next **5** years. The DFT has provided a specific North Somerset Capital investment fund of £47,983,473, this is broadly equivalent to the other constituent WECA authorities, however it needs to be spent over the next **3** years, effectively levelling us up with WECA in capital investment to support the regional bus network.
- 5.3 The following table shows the how the pooled revenue spend will be spent over the 3-year life of the BSIP funding, this remains in draft pending feedback from the DFT, NSC will receive a proportionate amount of the £57million of revenue funding to support services, the exact amount will be strategically determined in partnership with WECA, with most aspects of the revenue spend delivered by a joint central team, making it difficult to precisely determine the value to North Somerset alone. Any resulting adjustments to North Somerset Council revenue budgets will be made subject to financial regulations and is dependent on approval of delegations as recommended. The table below demonstrates the high-level split of funding proposed for each initiative.

Funding for BSIP - Revenue - prioritisation v8 - FINAL				
		Total funding to 2024-25		
Initiative and title of scheme		Bid	Award	Proposed split v8
			pro rata	
A1 - Ambitions to deliver a high frequency, accessible bus network	H	£ 49,913,000	£ 18,973,868	£ 19,000,000
C1, C2 - Fares reductions, discounts and simplification package	M	£ 5,015,000	£ 1,906,396	£ 9,000,000
C3 - Review of jobseekers' discounts	M	£ 15,000	£ 5,702	£ 15,000
D2 - Supporting multi-operator ticketing as the norm	M	£ 200,000	£ 76,028	£ 50,000
D3 - Supporting multi-modal ticketing integration	M	£ 114,000	£ 43,336	£ 38,000
F1 - Brand identity	H	£ 10,000,000	£ 3,801,388	£ 2,000,000
F2 - Marketing, promotion and communications	H	£ 600,000	£ 228,083	£ 300,000
F3 - Travel guides and journey planning	M	£ 1,175,000	£ 446,663	£ 300,000
F4 - Within journey information	H	£ 1,710,000	£ 650,037	£ 500,000
F5 - Providing network stability	H	£ 200,000	£ 76,028	£ -
G1 - Investment in zero emission vehicles	H	£ 150,000	£ 57,021	£ 50,000
H1 - Bus Passenger Charter	H	£ 300,000	£ 114,042	£ 30,000
H2 - Bus passenger safety audit	H	£ 150,000	£ 57,021	£ 20,000
I1 - DRT services to complement bus network	M	£ 10,576,000	£ 4,020,348	£ 4,000,000
I3 - More supported services	H	£ 71,157,000	£ 27,049,537	£ 21,400,000
Additional LTA staff resource for delivery		£ -	£ -	£ 750,000
Skills training for bus drivers and engineers in North Somerset		£ -	£ -	£ 50,000
Contingency		£ -	£ -	£ 2,498
		£ 151,275,000	£ 57,505,498	£ 57,505,498
<i>DfT preferred profile</i>				

- 5.3 There is a requirement for additional staff resources at both WECA and NSC to service the joint EP and the significant amount of BSIP schemes over the next 3 years. Provision has been made to fund additional staff in the revenue funding as per the table above, these staff will complement the existing core teams in NSC and the WECA. Further staff will be required to deliver the capital projects. These costs will be capitalised and funded through the BSIP capital allocation as required.
- 5.4 The revenue funding and leveraged commercial investment to match the BSIP funding should result in a significant expansion of bus routes and the frequencies of the services across the district. The combined Fares reduction support packages and higher frequency accessible bus network packages identified in 5.2 will enable us to pump prime these services. The overall aim is to sustain a larger commercial network that does not require continued public support, ensuring that there is no cliff edge as the funding is exhausted in 2025. This will be achieved by broadly sustaining the current network through regular reviews using an agreed matrix, and only introducing new routes where a sustainable case can be identified.
- 5.5 The Capital funding is to deliver bus priority schemes as detailed in **Appendix 4**, The estimated costs associated for bus priority (excluding signal upgrades) are as follows (vast majority):
- WSM to Bristol - £10.98M
 - Portishead to Bristol - £4.76M
 - A38 WSM to Bristol – £5.925M
 - Clevedon – £9.515M
 - WSM (excluding WSM to Bristol corridor) - £4.11M

- Investment in bus priority will be supported by improvements to bus stops, shelters, real-time information, sustainable travel measures etc - £7.19M
- Further capital investment will also be in Clevedon, Nailsea and Portishead and Worle for bus interchange schemes. - £4M
- We are also proposing an allocation toward Electric buses - £1.5M
- Contribution to regional Tap on Tap off Ticketing Programs - £70k

5.6 The EP requires LTAs to memorialize its current revenue expenditure for supported buses, and the associated infrastructure, enforcement, Concessionary fares, and publicity. This figure currently stands at £2,818,100 of revenue funding for the 2022/2023 budget year, this is supplemented by income from ticket sales, and specific S106 funds to support 7 bus services.

6. Legal Powers and Implications

- 6.1 North Somerset Council are both the highway and transport authority and so have the legal powers to amend the highway and transport network, under the Council's powers as Local Highway Authority (Highways Act 1980).
- 6.2 Enhanced Partnerships are enshrined in the Transport Act 2000 (as amended by the Bus Services Act 2017). Government has published detailed guidance on the statutory process to develop an EP and on its expectations for Bus Service Improvement Plans. The guidance is being followed and reflects the draft Enhanced Partnership Plan attached.

7. Climate Change and Environmental Implications

- 7.1 The adopted BSIP and proposed Enhanced Partnership plan and schemes will provide a system to formally improve the existing bus network. If the aims are achieved then there will be a significant increase in the proportion of trips by bus, replacing trips otherwise undertaken by the more polluting (and less space-efficient) single occupancy petrol/diesel cars. The EP and BSIP contain legally binding environmental standards starting with Euro VI minimum emissions standards across the entire region's bus fleet by the end of 2023, and a road map to introduce zero emissions buses starting as early as 2025, with full zero emissions by 2035. All specific infrastructure projects will undertake a more detailed environmental assessment.

8. Risk Management

- 8.1 The risks associated with implementation of the recommendations *and appropriate* mitigations are:
- (i) Potential loss of discretionary funding from Government to support commercial bus operators and our bus service contractors during recovery from the pandemic.
 - *Adopt EP and proposed Schemes to meet the ambitions of the national bus strategy.*
 - (ii) Insufficient revenue budget in longer-term to maintain enhanced bus network after the initial Transformation Funding ends in 2025.
 - *Maintain regular dialogue with bus operators through the EP Governance mechanisms. Use our regional joint evaluation tool to help prioritise bus revenue support if necessary.*
 - *Robustly monitor new or improved services to ensure corrective action is taken.*

- *Promote the network to build patronage and reduce the need for public subsidy*
 - *The EP contain mechanisms to formally postpone, vary or cancel elements of the Partnership.*
- (iii) Insufficient revenue budget to maintain enhanced bus network if demand recovers more slowly than anticipated.
- *Maintain regular dialogue with bus operators through the EP. Use our evaluation tool to help prioritise bus revenue support if necessary.*
 - *Invoke Adjustment mechanisms to re-align resources.*
 - *Consider alternative funding sources and re-investment of any revenues generated such as enforcement.*
- (iii) Ability to recruit and retain staff.
- The council will seek to recruit staff to support the delivery of the BSIP programme by aligning the grades with the equivalent of those in the WECA.
- (iiii) Disruption to the network during construction.
- The capital works will be co-ordinated to ensure that the disruption to the network is minimised. This will include using a communications team to inform all the relevant parties of the schedule of works.

9. Equality Implications

Have you undertaken an Equality Impact Assessment? **Yes**

- 9.1 One of the key drivers of the national bus strategy 'Bus Back Better' is to improve accessibility for all. This includes the need to improve the access to bus information for residents with sight or hearing impairments, physical accessibility improvements in getting to bus stops, the waiting and boarding facilities at stops and interchanges and also the vehicles themselves, such as consistent local branding of stops and services, up to date accessible timetable and route information at bus stops, same evening and weekend frequencies as day time, simplified ticketing and easy payment options, and more marketing campaigns to promote existing and new routes. Furthermore, one of the actions for national government as part of the strategy is to review eligibility for free bus travel for disabled people to ensure that the strategy helps to improve the equality of opportunity and help disabled people participate fully in public life.
- 9.2 The Bus Service Improvement Plan (BSIP), includes several key objectives, including but not limited to:
- high quality bus service.
 - high quality waiting environment.
 - high vehicle standards.
 - Low fares, simple ticketing and easy means of payment
- 9.3 More specific attributes are contained under each objective, including:
- Bus stops, bus stations and interchanges to be accessible, safe, and inclusive by design with good facilities.
 - Good pedestrian accessibility to adjacent residential areas and passenger destinations.
 - Full accessibility with ample areas for pushchairs and luggage in addition to the wheelchair space and audio/ visual next bus stop announcements
 - Setting a basic minimum standard of accessibility to network from rural areas.

- Easy access to information via Travelwest website and app, including times, accessibility information, fares, and live running.

9.4 These are just some of the objectives and attributes set to be included within our BSIP and reflected in future EP schemes, that show the level of commitment to improving equality and accessibility to a vastly improved bus network, all through the direction of the national bus strategy.

10. Corporate Implications

- 10.1 The adoption of the proposed BSIP Funding and EP provides a flexible mechanism to deliver the ambitions of the adopted BSIP from the Autumn of 2022. This also means the council is jointly responsible for the delivery of the services, meaning there will be 'no return' to a situation where services are planned on a purely commercial basis with little or no engagement with, or support from, LTAs.
- 10.2 More focused to NSC Corporate policies, the national bus strategy (via our more specific BSIP for North Somerset and the West of England) set out a new long-term vision and action plan to achieve a cohesive network of attractive, high quality bus services to kickstart a new era for bus travel as an option for all. The adoption of the Enhanced Partnership provides the flexible mechanism to deliver the ambitions of the BSIP aligned with our Corporate Plan priorities of being:
- Open (with the open sharing of bus data helping to improve bus services further including accessibility and journey planning);
 - Fair (by significantly improving equality and accessibility to and on the bus network).
 - Green (with the more people using the bus instead of private car, this has a huge potential to save significant carbon and other greenhouse gas emissions).
- 10.3 More specifically, the NSC Corporate Plan 2020-24 sets out to achieve 'A transport network that promotes active, accessible and low carbon travel' and by 2023, to see 'More people using the bus network, and improvements in reliability and passenger satisfaction'. Through delivering showcase bus corridors, as well as other measures that are detailed in the BSIP and proposed EP schemes, the Corporate Plan aims to see:
- An increase in bus patronage
 - An increased range of effective and frequent services.
 - The delivery of at least Three new showcase corridors by 2025, and.
 - Measures to enable the unhampered movement of buses.
- 10.4 Adopting the proposed Enhanced Partnership provides the necessary legal mechanism to delivering a joint Bus Service Improvement Plan (BSIP) with WECA and bus operators and preparing a joint Enhanced Partnership (EP) would be consistent with and add further weight to our Corporate Plan aims for bus service improvements shown above.

11. Options Considered

- 11.1 The alternative of a franchise has been discussed and discounted as a viable short term delivery model as part of the BSIP submission, this would also require specific approval from the Secretary of State. The collaborative approach taken with the Enhanced Partnership has resulted in genuine innovation and improvements outweighing the need to consider this approach at this time.

Authors:

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Appendices list

- Appendix 1 – DfT Indicative Funding Letter 04/04/2022
- Appendix 2 - DfT Annex 4 Summary
- Appendix 3 - Draft EP
- Appendix 4 – Features of an EP
- Appendix 5 – Outline Procurement BSIP Delivery Plan

Background Papers:

- Executive Report of 23rd June 2021
- Executive Report EXE 54 20th October 2021
- The West of England Bus Service Improvement Plan
- The national bus strategy: Bus Back Better (March 2021)
- National Bus Strategy: Bus Service Improvement Plans (May 2021)
- Guidance to all local authorities and bus operators (Department for Transport, May 2021)
- The West of England Bus Strategy (June 2020)
- The West of England Joint Local Transport Plan (JLTP4) (March 2020)
- Bus Services Act 2017 – New powers and opportunities
- Guidance on Enhanced Partnerships
- Guidance on Franchising Schemes
- DFT Annex 4 Draft Submission 03/05/2022



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4 April 2022

Transport Director
West of England Combined Authority
North Somerset

[by email]

Dear Transport Directors,

BSIP: Indicative funding allocation for West of England Combined Authority and North Somerset

Thank you for your recent engagement with us on your Bus Service Improvement Plan (BSIP). We appreciate the time and effort you and your local bus operators have put into development of your plans.

We are pleased to offer you an indicative funding allocation of up to **£105,488,970 (of which £47,983,473 capital for delivery in North Somerset, and £57,505,498 revenue)** to commence delivery of your BSIP. This is total funding from 2022/23 to 2024/25.

This letter does not constitute a formal or binding grant offer. Funding confirmation will be conditional on your submission and implementation of a transformational Enhanced Partnership (EP) which includes firmer and more detailed commitments, from the Local Transport Authority (and any other relevant local authorities) and local bus operators, to deliver a package of prioritised and ambitious improvements to bus services, in line with:

- i. your BSIP;
- ii. the Department's previous feedback on it and commitments made in and after clarification emails; and
- iii. the guidance provided with this email, such as the prioritisation of bus priority schemes (where relevant) and high profile and impactful interventions that reduce and simplify fares.

Whilst we appreciate that it has taken some time to provide this indicative funding allocation, Ministers remain keen to progress quickly with implementing BSIPs. They wish to ensure that, if at all possible, that funding is confirmed and EPs are in place in sufficient time to inform final decisions on service levels once recovery funding ends from October. Our planned next steps are:

- a) By **Monday 2 May** please can you complete the summary table at Annex 4, setting out how you intend to use this funding allocation - showing your prioritised interventions, delivery timelines and costs in a standard format and with as much detail as possible of how it will be reflected in your EP. Ultimately, we will expect final summary tables to be published alongside your EP. We recognise that it may be challenging for some authorities to secure formal agreement to this update give timescales and forthcoming elections. Its purpose is to provide us with an early sense check of how your EP is developing and allow us to support you in meeting our criteria to receive finalised funding allocations. We will need to receive an update from all LTAs, which we will aim to discuss with you during May and provide further feedback. Please indicate if your update does not have formal or political approval, which we will recognise in our engagement with you. This update supersedes our earlier request for a draft Enhanced Partnership (or variation) by the end of April.
- b) As soon as possible, and **by the end of June**, please provide:
- an updated summary table, incorporating the feedback we are aiming to provide in May;
 - a draft EP (or variation to an existing EP) which shows how relevant aspects of the BSIP will be implemented. This does not need to have completed the statutory process for operator objections but should be accompanied by letters of support from sufficient operators to demonstrate that it is likely to be supported at that stage;
 - a separate document which sets out how any commitments which would not be implemented through or included in detail in an EP (such as the tendering of additional services or new DRT schemes) have been selected and will be delivered - with clear outcomes, outputs, milestones and costs; and
 - confirmation from your section 151 officer that they consider that the funding represents value for money (vfm) and that they will continue to monitor this and comply with our vfm reporting and approval requirements.
- c) We will review your draft EP and either provide further feedback, to be incorporated before we can provide funding, on it or agree that it meets our expectations and the criteria set out above, and confirm your funding allocations. If further feedback is provided you will have an opportunity to strengthen your EP before any amendment or withdrawal of your funding allocation.
- d) If and when funding has been confirmed, you should proceed to make your EP (or variation).

The following annexes set out more detail about the next steps and our requirements:

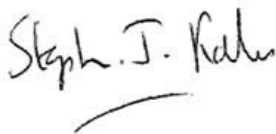
- **Annex 1** sets out detail of what the Department expects of Enhanced Partnerships, and by when, in order to confirm and release funding.
- **Annex 2** provides guidance on the Department's investment priorities and exclusions. We recognise that you may face difficult choices on how to prioritise funding within the indicative allocation. In particular, this annex sets out that we expect the vast majority of your allocation to be spent on bus priority, ambitious and eye-catching initiatives to reduce and simplify fares, and increased service frequencies and new or expanded routes.
- **Annex 3** summarises the basis on which grant funding will be provided, including our expectations on our value for money, branding, and the Public Sector Equality Duty.
- **Annex 4** contains the summary table to be completed.

We will finalise funding profiles with you before funding is confirmed. As far as possible, please shape your plans around the broad national funding shown in the table at Annex 4.

Do not hesitate to contact us with any queries by emailing BSIP@dft.gov.uk.

We look forward to working with you.

Yours sincerely,

A handwritten signature in black ink, reading "Steph. J. Fidler". The signature is written in a cursive style with a horizontal line underneath the name.

Stephen Fidler

Annex 1 - Requirements for those delivering BSIP outcomes via an enhanced partnership

Required content for the draft EP to be submitted to DfT by the end of May 2022.

It is important that the draft EP that you submit to us captures as much detail on how you will deliver BSIP outcomes as possible. There are two elements of this:

EP Plan content

The EP plan is a high-level strategic document that sets the bus network in the EP area into context. Further information on the role of the EP Plan is at paragraphs 3.3-3.4 of the EP Guidance to be found at:

[The bus services act 2017: enhanced partnerships \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/103112/BSIP-Enhanced-Partnerships-Guidance.pdf)

And

[National Bus Strategy. Creating an Enhanced Partnership: example format and structure \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/103112/BSIP-Enhanced-Partnerships-Guidance.pdf)

As explained in the published BSIP guidance and EP template, the EP Plan should draw heavily on the published BSIP – updated to reflect the latest circumstances, anticipated future network requirements reflecting post-pandemic demand and the development of your proposals following feedback from the Department and funding allocation. In addition to the statutory requirements on content for all EP plans (as set out paragraph 3.4 of the EP Guidance), we expect all EP plans to include content covered in the following sections of the published BSIP template at Annex B of the published BSIP guidance:

Section 1 – Overview

This will not include (referring back to paragraph 3.4 of the EP guidance) the information at bullets 3 and 4, but should include the information referred to at bullets 1 and 2 – i.e. Name of LTA(s) that the BSIP covers (also setting out whether the BSIP covers a single LTA or more than one and the justification for that decision) and a map showing geographical area(s).

Section 2 – Current Bus Offer to Passengers

Section 3 – Headline targets

EP Scheme content

The EP mechanism allows local transport authorities (LTAs) to include specific commitments on how BSIP outcomes will be delivered ‘on the ground’ using:

(a) the funding allocation outlined in this letter; and

(b) other funding that individual LTAs will invest in buses. This should include commitments on funding levels for tendered services and any DRT (which may

support overall patronage), concessionary fares budgets and staff resources devoted to bus issues within the authority or which support the Enhanced Partnership more widely. Other relevant funding (e.g. through block grant funding or funding from s.106 agreement) should also be included.

Commitments without significant costs – such as to parking charges or other policies should also be included.

These commitments are recorded in the EP Scheme (not the EP Plan) and the published EP template sets out what the statutory content must cover. We expect all draft EP schemes submitted to DfT to include content as set out in the following sections of the EP template:

Section 3 – Obligations on the local authorities

This is a very important section of the draft EP scheme that we will scrutinise closely because it contains details on how you will support buses in your area. It should include all existing activity to support bus services (including bus lanes, Key Route Networks, funding etc) and set out clearly what improvements will be delivered and by when. It will need to reflect any prioritisation choices made as a result of the funding available and relevant commitments made in the BSIP, clarification meetings with the Department, the Department's feedback on your BSIP and your response to it. It should cover all enhancements whatever the funding source (including for example planned investment through the City Region Sustainable Transport Settlements or Levelling Up Fund where relevant). All commitments should be specific and have clear timescales for delivery.

Each commitment included in the draft EP scheme needs to be either:

Facilities – These are new physical assets or changes to them that are provided at specific locations within the scheme area. This is particularly relevant to bus priority measures – where we expect to see all existing and proposed new bus priority included in the EP scheme however it is funded – but will also cover other physical enhancements such as improvements to bus stops or information displays. We expect to see all significant facilities that the LTA provides to support bus services re-committed to in the scheme.

Measures – an LTA can also include in an EP anything that is within its powers – either statutory or otherwise – to deliver the BSIP. There is deliberately no definition of what a 'measure' is, so there is total flexibility for LTAs and operators to agree what LTA commitments to include as 'measures' to deliver BSIP outcomes and meet the requirements of the Strategy. The only requirement is that 'measures' must be for the purpose of:

- increasing the use of local services serving the routes to which the measures relate or ending or reducing a decline in their use; or
- improving the quality of local services.

Examples of measures include:

- Better information provision (eg a centralised website or app)

- Funding for discounted fares (and how it will operate on a fair and equitable basis – either directly or via reference to a supporting document)
- Reviews of parking policies or cost of council parking,
- Enforcement action on bus lanes
- Management of a Key Route Network (whether new or existing) are all examples of measures that could be included in an EP.
- Commitment to promote eligibility for the concessionary bus pass and/or contact those who are eligible to receive it.

This section should also include any steps the authority needs to take to implement the Passenger Charter in the BSIP.

We would expect all EPs to contain as a measure:

- Significant bus priority (unless there is demonstrably no need for it) which includes bus lanes wherever there is a congestion problem and physical space to install them
- Funding for impactful reductions and/or simplification of multi-operator fares
- Commitments to work with operators to promote concessionary bus travel and to proactively inform local residents when the authority becomes aware that they are eligible for such a concession.
- Commitments to overall funding that the authority will provide for buses, from all sources, in each financial year of this funding. This should demonstrate that the indicative funding provided is additional to previously planned 2022/23 bus funding levels and that base funding for buses is not reduced.

Further information on how these mechanisms work is at paragraphs 3.29-3.33 of the EP Guidance document.

Section 4 – Obligations on bus operators

This section should set out clearly the reciprocal actions that operators will take under the EP and BSIP. It should include commitments that are both made voluntarily or through savings generated or as a result of funding committed to in the measures section of the scheme (for example on fares).

Examples of potential obligations include:

- Impactful changes to fares levels and structures – such as discounted, capped or zonal multi-operator fares (including to no or limited premium to the price of multi-operator tickets).
- Commitments to promote and offer multi-operator tickets
- Commitments to publish information about other operators' services or to not publish operator-specific timetable or other information
- Branding of buses, websites etc
- Provision of CCTV
- Provision of Audio-Visual Information
- Driver training (including on disability awareness)
- Commitment to the Passenger Charter and actions within it

- Frequency of timetable changes
- Provision of information to the LTA
- Advertising and marketing commitments

We expect that wherever the Department is funding bus priority measures (through this funding or other sources), any operating expenditure savings resulting from that new bus priority should be reinvested by the bus operators that benefit from them in other BSIP commitments. This should be written into the EP scheme as part of the obligations on bus operators.

We also expect to see commitments in EPs that either bus operators will include all services within their operating area (regardless of who provides them) on their timetables and websites, or that there will be a single set of multi-operator information available across all operators. This is so that passengers do not need to consult multiple sources to find out about all the bus services they may wish to use or mistakenly believe there are fewer services than actually operate.

The obligations in the EP will apply to all registered local bus services in the area. So the authority should take care to include exemptions for any services they do not intend to include – such as sightseeing tours, long distance coaches registered as local buses or charity events with historic vehicles (that operate for hire or reward and also fall within the definition of a ‘local service’).

Level of detail in the EP scheme

The ultimate goal is that the EP scheme is very specific with full details of all measures and obligations. For example, it would specify exactly what bus priority will be provided by in what form and where as a measure and the operators would make explicit commits on the obligations that would fund.

However, the funding offered in this letter is only indicative at this stage, some elements of the scheme (such as detail of bus priority) may need detailed work to finalise and we recognise that there may be continued uncertainty on future passenger demand and commercial service levels as patronage continues to go. There may therefore be limits on how specific some aspects of the EP scheme may realistically be when it is first made or amended to reflect this funding.

For a bus priority scheme, for example, further detailed design and consultation may be required before precise details can be included. In that case we would expect the draft EP to contain as a minimum commitments as part of the measures to:

- The corridor that the priority will serve, with clear start and end locations.
- Targets for journey time savings and reductions in peak vehicle requirements (overall or for particular services) agreed with operators that the detailed scheme design will seek to achieve.
- The next steps and delivery timescales for the scheme including a target operational date.

- Commitments to consultation on the scheme, including measures to understand the full breadth of support – such as surveys of bus users on the corridor and representative polling¹.
- Details of how operators will be engaged in scheme design and consultation.

In the same way if the operating savings arising from a planned bus priority scheme are not clear, or patronage is sufficiently uncertain that firm funding commitments cannot be given we expect to see detailed in the obligations sections of the draft EP:

- the operating cost information that operators should share on a transparent (and if necessary confidential) basis for each bus priority scheme and to what timescales;
- how and when that will be used to calculate the funding to be reinvested by the operators in improvements for passengers;
- what those improvements will be, who they will be set by and how the money will flow (including whether it will be reinvested directly by the operator concerned with the agreement of the LTA or will involved funding being contributed to support measures across the EP as a whole).

Similar principles apply to any fares or other arrangements which require further work – the delivery timescales, outputs (e.g. types or cost of ticket), process and benefits (e.g. patronage growth sought) should all be clearly specified and transparent in the draft EP (or variation) in terms of both measures and obligations.

This scale of commitment will be needed to give the Department sufficient confidence to move from an indicative funding allocation to confirmed funding. Funding will be confirmed once a draft EP or variation has been reviewed by the Department, we have confirmed (following any agreed changes or clarifications) it is sufficiently detailed and meets our expectations for funding and it has then been formally made or varied.

We would then expect you to move to progress at pace to implement the commitments made in the EP. The further detail, once worked up, should then be included in the EP scheme using the scheme's variation mechanism. For example, a table describing precisely where new bus lanes or junction improvements will be made, what they will be, who is responsible for delivery and when those interventions will be made – see the EP Template for an example. It may be appropriate to vary the EP scheme at regular intervals to achieve this.

As EPs are varied LTAs and operators should ensure that the outcome objectives set for each intervention will still be achieved. If a specific intervention funded through this grant is not taken forward, is expected to have noticeably lower benefits, is not expected to offer value for money or is intended to be stopped or removed the

¹ When planning bus schemes you are reminded to have regard to the Department's additional Network Management Duty statutory guidance issued in May 2020 and updated in July 2021. Consultations, especially on schemes where there is public controversy, should ideally use objective methods such as professional polling to British Polling Council standards, to establish a truly representative picture of local views and to ensure that minority views do not dominate the discourse. Polling results should be one part of the suite of robust, empirical evidence on which decisions are made.

Department's agreement to alternative interventions will be required, otherwise funding may be reduced or withheld. This will be reflected in the grant funding letter.

All other schemes to support or enhance bus services of infrastructure which are funded directly or indirectly by central government should also be incorporated into the EP scheme once funding is secured – on a similar basis to the approach set out above.

Annex 2 – BSIP funding priorities and exclusions

The indicative funding allocation we have offered will require you to carry out some prioritisation or refocussing of the ambitions set out in your BSIP.

Annex 1 set out our ask of your draft Enhanced Partnership (EP) or draft EP variation; this annex sets out further guidance on:

- (a) the types of investment we wish to see prioritised
- (b) the types of investment that we do not expect to fund.

As with BSIPs themselves, we do not expect all plans to look the same and fund exactly the same outputs; you will understand the make-up of interventions needed in your local areas. But we are looking for your plans to reflect national priorities where possible.

The guidance in this annex should help you to prioritise between types of intervention. If, given the size of your indicative allocation, you also need to prioritise within these interventions, we would expect to see investment focussed in a smaller number of areas where there is the most potential to grow bus usage – rather than to be spread more thinly across the geographical area.

If your BSIP contains the types of measures described under (a), but you believe it is essential to fund other measures instead or as the vast majority of your indicative funding, please contact us as soon as possible to discuss this.

Your updated plan will only receive funding if the Government is satisfied that the proposed spend is consistent with this guidance, or there is a compelling local case for different spend.

These are guidelines specifically for use of BSIP funding from the Department, not guidance on the wider content of plans and investment from other sources of funding.

a) Investment priorities which we expect to use the vast majority of your indicative funding allocation

- Our top priority for capital investment is **bus priority** given the significant benefits it can deliver and the operating cost savings it can realise for reinvestment in other aspects of the BSIPs. For funding to be confirmed you will need to demonstrate that you intend to deliver significant bus priority (or that it is demonstrably not required) and that, as set out in the National Bus Strategy, your plans will include bus lane on any roads where there is a frequent bus service, congestion, and physical space to install one. This will involve providing bus lanes in areas where they are most needed, not just where they are easiest to deliver. All bus priority should be based on data from operators, the Analyse Bus Open Data service or other sources which evidence where it is needed most. Bus operators should be fully involved in the development and finalisation of these plans.

- For revenue allocations, our top priorities are:
 - **ambitious and eye-catching initiatives that reduce and/or simplify fares, at pace.** For funding to be confirmed we will be looking for plans that will capture the imagination of potential bus users and make the experience for non-users and existing passengers demonstrably better – not simply reducing the price of an existing complex ticketing product which is not well understood. We are keen to see pilot reductions start as soon as possible during 2022/23 (to seek to attract passengers back after the pandemic and reflecting the end of recovery funding from October) and on a temporary basis where new services, bus priority or other enhancements are introduced. We expect LTA investment in fares reductions to reduce over time as patronage grows and operators are able to reinvest the operating cost savings from bus priority measures being implemented (where relevant)².
 - **increased service frequencies and new/expanded routes** – including better evening and weekend services, new routes that serve identified priorities such as employment sites and services and new Demand Responsive Transport. We recognise that the starting point for service enhancements may now be lower than originally envisaged in your BSIP or potentially than services currently provided, given the end of recovery funding in October. If so, this should be explained clearly in the document to be provided to accompany your draft EP including why you believe the baseline will be lower and why the improvements selected have been chosen. You should not simply use funding to support existing service levels and patterns.

b) Investment types we do not expect to be funded from your indicative allocation

- Any schemes where it is not clear that the primary benefits accrue to buses – e.g. road schemes which increase network capacity with only a tangential or subsidiary benefit to bus services.
- Generic marketing or advertising costs that are not directly related to specific improvements (such as a fares change, or new services). We would expect operators to fund routine marketing and for expectations on its co-ordination and funding levels to be set in the EP. Where there are specific local issues identified with post-COVID recovery, Bus Recovery Funding can be used by operators and the LTA for local travel demand management measures to attract people back to bus. We are also continuing to consider the best timing for a national “Back to Bus Campaign” as promised in the National Bus Strategy.

² We are continuing to work with potential partners of a technical solution to facilitate Pay-As-You-Go multi-operator revenue allocation, and will update you in due course.

- Provision of on-bus hardware such as CCTV or audio-visual equipment. Where required, we expect these to be operator-led contributions and commitments to deliver them to be included in the EP – if necessary as measures to be funded through operating cost savings generated by bus priority measures.
- Investment in existing infrastructure unless there is an evidenced case that it directly tackles barriers to bus use (notably safety) and drives patronage growth. We do not expect to fund, for example, wholesale replacement of functioning, non-life expired infrastructure which meets accessibility and safety requirements but is not consistent in its branding or look and feel.

Annex 3 – Anticipated funding conditions

We envisage funding being provided as a grant under s.31 of the Local Government Act 2003. A draft grant letter will be provided following our review of your draft Enhanced Partnership and any accompanying delivery commitments. We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, or the ambition of the EP is reduced significantly.

Transparency, Accountability and Monitoring

You will be expected to publish, once funding is confirmed, your final summary table setting out your delivery commitments and timescales, the funding which the LTA is committing from this and other sources and what improvements are funded by operators.

You will also be expected to agree a clear plan for ongoing monitoring and evaluation of progress against your delivery commitments and report at least 6-monthly against your BSIP targets and potentially other specified metrics – giving Government and local electorates the opportunity to judge your performance. The Department may publish information about the delivery commitments and BSIP targets of each LTA receiving this funding, and progress against them, on a single, easily accessible website.

We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, modified, delayed significantly or removed or if the ambition of the EP is reduced significantly.

Public Sector Equality Duty

You should consider how best to design your interventions to make sure that the impacts on and benefits for all transport users are taken into account. As such, West of England Combined Authority and North Somerset Council should have due regard to the public sector equality duty under section 149(1) of the Equality Act 2010 in exercising their functions, and in particular when developing schemes.

Value for Money

The value for money of all individual investments under £50m (WECA) and £20m (North Somerset) should be considered through the local authority's governance frameworks in the usual way – with confirmation sent to the department by the s151 officer that this funding continues to represent value for money at least annually. We will also provide a form to be signed by your s.151 officer and returned with your draft EP plan and scheme.

Any individual intervention over £50m (WECA) and £20m (North Somerset) in total value may require a business case to be developed and approved by the Department.

Concessionary Travel

All LTAs receiving funding for their BSIP are expected to promote bus use wherever possible. This includes promoting the availability of the England National Travel Concessionary Scheme (ENCTS) and ensuring that it is easy to apply for. They should also encourage operators to promote ENCTS (and not prevent them from doing so through funding agreements). Unless there are exceptional circumstances we would expect any existing “no marketing” clauses in concessionary travel funding agreements to be removed by 1 April 2023.

Demand Responsive Transport

Demand responsive transport (DRT) services provided under this funding should offer free travel to ENCTS passholders, between 09:30 to 23:00 on weekdays and at all times on Saturdays, Sundays and bank holidays. We would not normally expect DfT to replace existing standard bus services significantly, but where such services are replaced, the concessions offered should not be reduced.

Where DRT is planned, we expect to see clear arrangements in place to ensure a high standard of integration with other services and a clear timeline for delivery, with particular regard to elements such as continuity of service, accessibility, safety and fare levels. Where the intention is to use DRT or community transport to provide services which fall outside the EP, we would encourage the use of a separate contractual agreement, a memorandum of understanding or, for section 22 operators, a voluntary partnership agreement to set out the arrangements in place to support the delivery of BSIP outcomes.

Branding and publicity

Whilst there are important benefits of local brands for transport services - including promoting local identity, loyalty and accountability - to emphasise the role played by government funding, you must also prominently co-brand any vehicles, signage, websites and all public-facing printed material. Media announcements and releases about improvements funded or part-funded by this money must also be co-branded, must prominently acknowledge the role played by HMG funding and offer HMG the opportunity in good time to include a comment.

Annex 4 – Summary table



BSIP summary
template April 22.xlsx

[illegible]

West of England

Enhanced Partnership Plan

June 2022 - DRAFT

Introduction

This Enhanced Partnership Plan & Scheme are based on the West of England Bus Service Improvement Plan (BSIP) published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021.

The EP Plan and Scheme will replace existing quality partnership schemes, voluntary partnership agreements, traffic regulation conditions and the voluntary Code of Conduct on Bus Service Stability.

Definitions

In this Enhanced Partnership Plan and any Schemes made pursuant to it, the terms listed in the left-hand column of the table below shall have the terms shall have the meanings ascribed to them in the right-hand column.

1985 Act	Transport Act 1985 (as amended)
2000 Act	Transport Act 2000 (as amended)
2017 Act	Bus Services Act 2017
AVL	Automatic Vehicle Location
B&NES	Bath and North East Somerset Council
BCC	Bristol City Council
Bespoke Variation Arrangements	Arrangements made under Section 138E of the 2000 Act, as detailed in an EP Scheme
BSIP	The West of England Bus Service Improvement Plan, as published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021 and subsequent updates
BSOG	Bus Service Operators' Grant
Bus Operator	Operator of one or more Local Services in the EP Area
BSIP	Bus Service Improvement Plan
CA	West of England Combined Authority
CCTV	Closed-Circuit Television
CMA	Competition & Markets Authority

Competition Test	An assessment of the impact of a proposed scheme on competition, in accordance with Schedule 10 of the 2000 Act
CRSTS	City Region Sustainable Transport Settlement
EBSR	Electronic Bus Service Registration
EP	Enhanced Partnership as defined in section 138A of the 2000 Act
EP Advisory Panel	A representative group of partners and stakeholders, as described in an EP Scheme, who provide advice to the EP Board
EP Area	The geographical area defined in paragraph 1.1 below
EP Board	A representative group of partners, as described in an EP Scheme, who make decisions on the EP
ETM	Electronic Ticket Machine
Exempted Services	Those Local Services described in paragraph 1.4 below
Facilities	Those facilities referred to in an EP Scheme which shall be deemed as such for the purposes of Section 138D(1) of the 2000 Act
Fixed Change Date	One of two nominated dates in each calendar year decided by the EP Board - before the end of the previous calendar year - on which changes to Local Services in the EP Area can be made
Highway Authorities or HAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council, South Gloucestershire Council and National Highways
HOV Lane	High-Occupancy Vehicle Lane
Improvement Notice	A notice issued to a Bus Operator by the LTAs after assumption of Relevant Registration Functions in the event that a Bus Operator should fail to comply with any of the Requirements or should fail consistently to meet the agreed standards for punctuality and reliability
iPoint	Installation at bus stop on metrobus routes to provide information and sell tickets
JLTP4	Joint Local Transport Plan 4, adopted in March 2020
KRN	Key Route Network
Local Highway Authorities or LHAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Planning Authorities or LPAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Service	A bus service as defined in Section 2 of the 1985 Act
Local Transport Authorities or LTAs	The West of England Combined Authority and North Somerset Council in respect of the roles defined in Section 108(4) of the 2000 Act
Measures	Those measures referred to an EP Scheme which shall be deemed as such for the purposes of Section 138D(2) of the 2000 Act
NSC	North Somerset Council
Operation Requirement	A requirement referred to in an EP Scheme, imposed under Section 138A(5)(b) of the 2000 Act, other than a Route Requirement
QA	Qualifying Agreement as defined in paragraph 17(4)(a) of Schedule 10 to the 2000 Act
QPS	Quality Partnership Scheme made under Section 114 of the 2000 Act
Requirement	A requirement imposed under Section 138A(5)(b) of the 2000 Act
Relevant Registration Functions	The functions of the Traffic Commissioner to the extent that they relate to a Relevant Service, both within the meanings given to them under Section 6G(10) of the 1985 Act
Route Requirement	A requirement referred to in an EP Scheme, imposed under Section 138A(5)(b) of the 2000 Act that falls within Section 138C(1) of the 2000 Act
RTI	Real-Time Information
SGC	South Gloucestershire Council

SMO	Small or medium-sized bus operator
TC	The Traffic Commissioner, as defined in Section 4 of the 1985 Act, for the West of England Traffic Area
TRC	Traffic Regulation Condition made under Section 7 of the 1985 Act
TRO	Traffic Regulation Order made under the Road Traffic Regulation Act 1984
VPA	Voluntary Partnership Agreement as defined in Section 153(2) of the 2000 Act
WEBOA	West of England Bus Operators' Association

Enhanced Partnership Plan

THE WEST OF ENGLAND ENHANCED PARTNERSHIP PLAN FOR BUSES IS MADE JOINTLY BY THE WEST OF ENGLAND COMBINED AUTHORITY AND NORTH SOMERSET COUNCIL IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000.

A map of the geographical area covered by the EP Plan is in Appendix 1.

The EP Plan is made on xx xxxx 2022.

The EP Plan will have no end date but will be reviewed jointly by the West of England Combined Authority and North Somerset Council every year in conjunction with annual reviews of the Bus Service Improvement Plan.

Analysis of local bus services at June 2022

Patronage trend

Bus use in the West of England Combined Authority and North Somerset Council grew consistently over fifteen years prior to the pandemic - reaching 72.3 million single journeys in 2018-19. Some of that growth was linked to changes in population and economic performance, but a significant part was due to investment in infrastructure, vehicles and services, and fares initiatives. Whilst bus use was increasing, it was still some way behind bus use in some parts of the country and lagged behind the average bus journeys per head for England's metropolitan areas and the average for England as a whole.

With the introduction of lockdown measures in March 2020, passenger numbers fell dramatically, recovering slowly in response to the easing of social distancing and the re-opening of the economy. In 2020-21, bus patronage locally was 22 million single journeys. By June 2022, bus patronage had recovered to xx% of its pre-pandemic level, whereas bus mileage operated was roughly xx% of its pre-pandemic level.

Bus operators

The principal bus operator in the region is First West of England Ltd (trading as First Bus), which carries roughly 90% of total passenger journeys. There are 16 other bus operators locally and 3 long-distance coach operators, some of whose services are partly registered as local bus services. In 2019-20, 26 million vehicle miles were operated on bus services in the region.

The West of England Combined Authority and North Somerset Council have xx contractual arrangements for non-commercial bus services between them and contribute to the cost of 3 cross-boundary bus services contracted by other LTAs. Of the total vehicle miles, the LTAs currently provide revenue support for 1.6 million miles (around 6.3%). Together they spend £x.xm per year in financial support for local bus services, excluding payments for concessionary travel.

Bus service network

Bus services in the region are focussed on radial corridors in the urban areas of Bristol, Bath and Weston-super-Mare.

- Only 7% of all local bus services have six buses per hour or more over most of the working day and are thus defined as “frequent services” by the TC
- About a quarter of bus services have between two and four buses per hour
- One or two buses per hour operate on the main inter-urban corridors

Not all commercial bus services operate all day, seven days a week. Much of the financial support provided by the West of England Combined Authority is directed at evening and Sunday services. In the case of North Somerset Council, this support is mainly focussed on services to rural communities and the peripheral parts of the urban areas.

In Bath and Bristol, there are few cross-centre services - mainly to avoid spreading the impact of unpredictable delays from one side of the cities to the other. This reduces connectivity and efficiency of operation. There are also very few orbital services around the cities and those that exist operate to low frequencies. Bus operators do not regard them as viable and are not willing to cross-subsidise them, so such services are reliant on revenue support.

Also, there are few inter-urban limited-stop services to provide fast services giving comparable journey times to cars.

Rural areas have a comparatively sparse bus network and, generally, it is reliant on revenue support. Some villages have only one or two buses per week and are used predominately by shoppers. Journey times by bus from outer terminals in rural areas to city centres are generally much longer than by car because the bus services take circuitous routes to serve as many communities as possible on the way. Also, there is very little provision of evening or weekend services to rural areas away from the main inter-urban corridors.

Fleet

The total fleet available to operate registered local services in the West of England comprises 1,159 buses, of which 695 are garaged within the region. The average age of the bus fleet operating in the region is 9.5 years.

Relevant factors

The partners consider that the factors which will affect, or have the potential to affect, the local bus market over the life of the EP Plan are:

- Capital investment in bus infrastructure - principally from CRSTS and BSIP funding award
- Availability of a suitably skilled workforce, particularly drivers and maintenance staff
- Congestion
- Management of roadworks
- Impact of significant housing and employment growth
- The regulatory framework for bus services in England
- Policies set out in the Joint Local Transport Plan (JLTP4 and any successor plan), including those relating to parking or other charges affecting travel demand.

- Changes in demand and travel behaviour as the economy recovers from the pandemic
- New mobility services
- Changes in technology - including vehicles, ticketing and information
- Clean Air Zones and Air Quality Management Areas
- Funding arrangements associated with concessionary travel, BSOG, BSIP funding, bus revenue support, developer contributions and any new or alternative funding arrangements that either Government or local authorities put in place
- Decarbonisation and the response to the climate emergency

Our BSIP sets out further details on these factors but engagement with operators and stakeholders shows the significant impact that congestion has on bus services, affecting both punctuality (whether a bus arrives on time) and reliability (whether a particular bus service runs at all). For example, in 2018-19, 77% of non-frequent bus services ran on time across the BSIP area, with non-frequent services in Bristol being the fourth worst in England. This is well below the best performing area and below the average across all areas in England.

Lack of consistency of bus journey times is another problem caused by traffic delays. Peak scheduled times can be up to 40% longer than those in the off-peak on some of the core routes in the region. Furthermore, services can run 15 to 20 minutes behind schedule on the least reliable sections of network and 'bunching' is not uncommon. The Bus Passenger Survey carried out by Transport Focus shows that service punctuality and journey time concerns are two of the biggest areas for improvement amongst passengers.

Recently, a national shortage of drivers and engineers within the bus industry has shown that a suitably skilled workforce cannot be taken for granted. It will be vital for bus operators and local authorities to have sufficient qualified staff to deliver the BSIP and their EP commitments in a timely and consistent manner.

Management of roadworks can also impact on the reliability and punctuality of bus services. Significant efforts are made to ensure that disruption is kept to a minimum but this is not always possible because there can be emergencies that require a quick response or limited alternative routes for bus services to take. Night working is promoted but this can be expensive and noisy for residents.

Housing and employment growth can increase traffic volumes on key points of the highway network. However, there are also opportunities with such growth to develop new markets and services or improve the financial performance of existing routes by attracting new passengers to bus services.

Managing travel demand is important in influencing the travel choices people make and the demand for bus services. JLTP4 and other policies on parking controls, active travel, enforcement, residents' parking and Clean Air Zones can all affect the relative price or convenience of other modes and the likelihood that people will choose public transport. The introduction of the Clean Air Zone in Bristol - planned for summer 2022 - is a major opportunity to influence behaviour.

The pandemic is likely to have profound and long-term impacts on travel behaviour. In June 2022, bus patronage had recovered to only xx% of pre-pandemic levels - and travel by concessionary pass holders has been consistently at a lower level. Weekend and leisure travel has recovered most strongly whereas with peak-period and commuting travel has been the most depressed as changes to working patterns and working from home seem to have become embedded. The need to stimulate and promote new markets to achieve modal shift is imperative if bus operators are to become financially stable again. In some situations, support from the public sector - either on an ongoing basis or through kickstart funding - will be required.

Responding to the climate emergency is a key driver for promoting modal shift to public transport. The transport sector overall is a key contributor to carbon emission levels but buses can support the changes in behaviour that are required. Therefore, encouraging people to move to public transport, decarbonising the bus fleet and using new technologies will be important factors in bus travel demand.

Passengers' experiences

Considerable information has been gathered on the experiences of bus passengers in the EP area and their priorities for improvement. These are set out in detail in the West of England Bus Service Improvement Plan (BSIP).

In summary, user satisfaction with bus services is positive with 86% of respondents in 2019 stating they were “very satisfied” or “satisfied”. However, this is only around the average performance of local authorities in England and is significantly less than the highest performing areas - which achieve around 95% satisfaction. This indicates there is scope to improve satisfaction and, to inform our course of action, we have looked at users' priorities.

Extensive public consultation was carried out in the development of the West of England Bus Strategy (adopted 2020) and more recently with stakeholders in the development of the BSIP. We have also considered the research undertaken by Transport Focus on Bus Passengers' Priorities for Improvement (September 2020).

The most important characteristics that affect passengers' experiences of bus services and the priorities for improvement are:

1. A well-designed bus route network that is simple, coherent, and efficient across the region. This is our fundamental aspiration for the network, and it supports users' priorities around punctuality and higher frequencies - which make services easier to use. Also, it suggests a network that is extensive in geographic scope and facilitates a broad range of journey opportunities, without having to change bus or where interchange is simple, clear, and reliable. Our engagement has revealed a clear aspiration for more engagement when changes to the network are proposed - featuring in the top five priorities of our stakeholders.
2. Unreliable services and unpredictable journey times are a source of considerable frustration for passengers. The most recent information for the West of England shows that nearly one in four buses do not run to time - below the average for comparable areas, so tackling this is a high priority for our residents.
3. Fares will always be an important factor in users' experiences. However, whilst the level of fares is important, the perception of value for money reflects users' views on the complete “offer” - including reliability, punctuality, frequency of service, and infrastructure. All these factors have been identified as important by bus users in the West of England.
4. Improvements to waiting facilities have been identified by users as a priority. Feedback has also indicated the importance of clean and presentable infrastructure, real-time information, raised kerbs to aid boarding and alighting, and general timetable information.
5. More frequent services are a priority for improvement for users. Currently, only 7% of services in the West of England operate at six or more buses per hour. Higher frequencies help reduce waiting time at bus stops and increase confidence in the network. Passengers have an inherent concern about the reliability of less frequent services because a missed journey can cause considerable inconvenience.

Overall, passengers' experiences of using bus services are clear and well-articulated. They align with the data we have on bus service performance and the feedback from operators and stakeholders too. These experiences give us a clear indication of priorities for improving local bus services.

Bus journey speeds

The limitations of the transport network in the West of England have acted as a constraint on growth and productivity. High car ownership and limited bus services have resulted in fewer bus journeys per head being made here than in other city regions. In a vicious circle, low public transport demand and high private car use have combined to increase local road congestion, bringing poor environmental conditions and unpredictable bus journey times. It is estimated that

the region experiences a £300m annual loss because of congestion and in 2019, Bristol was ranked as the third most congested city in the UK.

The characteristics of the local geography combined with the features of the existing road network, create a challenging environment for the bus network. The River Avon, the Great Western main line and the M4, M5 and M32 motorways create natural barriers between different parts of the region. Combined with the hilly nature of topography and the lack of dual-carriageways, this creates pinch-points and limited access corridors into our key urban areas, forcing traffic onto certain roads and increasing congestion. Incidents on the motorways can lead to major disruption in Bristol city centre and its radial routes, as well as in overall connectivity across the West of England, having a disproportionate impact on bus services.

Lack of consistency of bus journey times is referred to above. In 2017, less than 80% of bus services ran on time, with delays of up to 15-20 minutes, representing the worst performing Integrated Transport Authority in England. Prior to the pandemic, the average bus speed in the BSIP area during peak periods was reported to be 8 mph, despite the delivery of substantial bus priority measures in recent years.

In 2018/19, 77% of non-frequent bus services ran on time across the BSIP area, with non-frequent services in Bristol being the fourth worst in England. This is significantly below the best performing area and below the average across all areas in England.

Objectives

The EP Plan is intended to improve the quality and effectiveness of local bus services in the West of England by providing a framework within which all partners can invest confidently. Seven high-level long-term objectives were adopted for the BSIP and they apply equally to the EP. Each objective has several attributes, describing an ideal network, and they represent the outcomes we are aiming for, as follows:

Objective 1 - High mode share for buses of overall travel market

1. Good access to bus services from all parts of the area
2. Good access from bus network to passenger destinations
3. Positive contribution to decarbonisation plans and air quality improvements
4. Positive contribution to sustainable housing and employment growth
5. Declining need for subsidy as market grows organically
6. Ambitious targets and trajectory for modal share and bus patronage
7. Robust civil enforcement of moving traffic offences, parking, and traffic restrictions
8. Extensive bus priorities, particularly on main urban routes, as continuous as possible and part of a whole-corridor approach
9. Good co-ordination of roadworks

Objective 2 - High quality bus service

10. Cohesive, comprehensive, and simple route network including co-ordinated radial and orbital services in the Bristol, Bath and Weston-super-Mare urban areas with easy interchange between them
11. Standard all-day routes with evening and weekend services on urban and inter-urban routes
12. Turn-up-and-go daytime frequencies and evening frequencies of at least 4 buses per hour on core urban routes (including orbital routes)
13. Good frequencies on principal inter-urban corridors and in smaller urban areas
14. 24/7 services, where appropriate, on core urban and principal inter-urban corridors
15. Feeder services to interchange hubs to boost the frequency of connections from places away from main roads, connecting to the core bus routes with integrated ticketing

16. Demand-responsive services to low-density areas where appropriate, possibly operated by community transport providers
17. Basic minimum standard of accessibility to network from rural areas
18. High standard of punctuality
19. As far as possible, journeys times comparable to or better than car travel
20. Sufficient capacity to meet demand
21. Provision of service to new developments at early stage, funded by developer contributions
22. Regular service reviews but no more than two major change dates per year
23. Good links to rail services, with buses connecting with first and last trains where appropriate
24. Consistent, clear, and distinctive branding for the whole public transport network, incorporating any strong local or route-specific brands
25. Unique service numbers within the network (apart from urban services in Bristol, Bath and Weston-super-Mare) with no suffixes

Objective 3 - High quality waiting environment

26. Bus stops, bus stations and interchanges to be accessible, safe, and inclusive by design with good facilities
27. High quality, branded interchanges at key locations, including rail stations
28. Branded, distinctive shelters at all stops wherever practical (except alighting points) with high standard of cleanliness and maintenance
29. Defined, paved waiting areas at urban stops and hardstandings at rural stops with cycle parking where possible
30. Good pedestrian accessibility to adjacent residential areas and passenger destinations
31. Bus stations protected from closure and redevelopment

Objective 4 - High vehicle standards

32. Progression to zero emissions through bids for Government funding when available, and Euro VI emission standard in the meantime
33. High levels of cleanliness, comfort, and security for passengers
34. Full accessibility with ample areas for pushchairs and luggage in addition to the wheelchair space
35. Dual-door vehicles on core urban corridors where practical
36. High level of mechanical reliability
37. Audible and visible "Next stop" information
38. Charging as standard
39. All vehicles equipped with tap on /tap off readers

Objective 5 - High level of passenger satisfaction

40. Bus Passenger Charter to set out what standards passengers can expect, including punctuality, vehicle cleanliness, accessibility, proportion of services operated and redress
41. Public consultation on route and network changes
42. One customer service contact point for whole network
43. Measurement of passenger satisfaction to include value for money and provision of information
44. Targets for punctuality and journey times

Objective 6 - High quality information

45. Bus Information Strategy adopted and implemented
46. Consistent, distinctive and readily identifiable branding for the whole public transport network on all media
47. Easy access to information via Travelwest website and new app to be developed alongside BSIP partners, including times, accessibility information, fares, and live running

48. Roadside timetable posters at all stops except alighting points
49. Roadside displays in rural areas to show return bus times and basic fares information
50. Timetable leaflets and comprehensive area booklets for whole network
51. Printed and interactive maps for whole network and town/city plans for urban areas
52. Maps at interchange stops and local centres, showing pedestrian routes and road crossing points to destinations
53. Fares information - including multi-operator tickets - on Traveline
54. Real-time information system to cover all operators' services
55. Targeted information on route and network changes
56. Consistent naming of bus stops and interchanges
57. Bus stops in urban areas to carry route number tiles
58. Easy access to comprehensive information via website and app, covering all operators, including times, accessibility information, fares, and live running
59. Full information on local bus services in railway stations
60. Heavy promotion and marketing, including bus links to rail services and scenic routes
61. Introductory offers to promote the network to non-users
62. Continuous marketing and promotion of network and multi-operator tickets

Objective 7 - Low fares, simple ticketing, and easy means of payment

63. Low flat fares in Bristol, Bath, Weston-super-Mare, and other urban areas
64. Lower point-to-point graduated fares outside urban areas
65. Multi-operator ticketing as the norm - branded as part of the network branding
66. Daily and weekly capping using tap on /tap off readers
67. All operators equipped to take contactless payment, EMV ticketing and m-ticketing
68. Contactless payment to be the norm but cash retained for the time being
69. Integration of multi-operator bus ticket and multi-modal ticket into one family of tickets
70. Simplified range of tickets but more flexible ticketing for part-time commuters
71. Harmonisation of ticket zones, ticket types and conditions
72. Reduction in fares for young people and standard discounts for children and students

Interventions

To deliver our long-term objectives, 34 Initiatives were listed in the Bus Service Improvement Plan. The list included some schemes that were already funded and in progress but the BSIP funding bid submitted in October 2021 was based on the estimated costs of delivering the others. The full list of Initiatives is:

Initiative A1- A high frequency, accessible bus network

Initiative B1 - High priority corridors where significant separation/priority can be delivered

Initiative B2 - High priority investment corridors

Initiative B3 - Medium priority investment corridors

Initiative B4 - Rural and suburban route investment

Initiative B5 - Bus lane and parking enforcement

Initiative C1 - Operator fare reduction & fares simplification package

Initiative C2 - Youth fare discounts/ reductions

Initiative C3 - Jobseekers' discounts/ reductions

Initiative D1 - Supporting the transition to digital ticketing

Initiative D2 - Supporting multi-operator ticketing as the norm

Initiative D3 - Supporting multi-modal ticketing integration

Initiative E1 - Transport Hubs and Wider Environment

Initiative E2 - Enhancement of bus stops

Initiative E3 - Roadworks co-ordination
Initiative E4 - Interaction between bus services and other modes

Initiative F1 - Brand identity
Initiative F2 - Marketing, promotion, and communications
Initiative F3 - Travel guides and journey planning
Initiative F4 - Within journey information
Initiative F5 - Providing network stability

Initiative G1 - Investment in Zero Emission Vehicles
Initiative G2 - Retrofitting vehicles to a minimum level
Initiative G3 - Enhanced passenger environment

Initiative H1 - Bus Passenger Charter
Initiative H2 - Improving bus passenger safety

Initiative I1 - Community and Demand Responsive Transport Strategy
Initiative I2 - Dynamic Demand Responsive Transport trial
Initiative I3 - Supported services and COVID recovery

Initiative J1 - Joint Local Transport Plan (JLTP4)
Initiative J2 - West of England Bus Strategy
Initiative J3 - Planning policy
Initiative J4 - Future Transport Zone
Initiative J5 - Key Route Network

Funding for capital investment in the CA area has been confirmed through the CRSTS award of £540m over five years. Together with local contributions, £407m will be spent on bus priority measures and associated infrastructure in the CA area. An indicative award of capital funding for North Somerset (£48m over three years) and revenue funding for the whole BSIP area (£57.5m over three years) was made in April 2022.

These awards are lower than the amounts in the bid, so full delivery of the BSIP will not be possible within the BSIP and CRSTS funding periods. Wherever possible, funded commitments have been incorporated into the EP Scheme. More will be added by means of the Bespoke Variation Arrangements as capital schemes progress through the design and consultation stages, and operators make improvement to services to reflect savings in their operating costs. Until such time as specific information on which to quantify the benefits of capital investment is available, bus operators have made a general commitment to making proportionate improvements.

Policies

Transport policies

The current Joint Local Transport Plan (JLTP4) provides the overarching framework of transport policies. Our vision is that by 2036 the region will have a well-connected sustainable transport network that works for residents, businesses, and visitors; a network that offers greater, realistic travel choices and makes walking, cycling and public transport the natural ways to travel.

JLTP4 incorporates five core objectives:

- Take action against climate change and address poor air quality;
- Support sustainable and inclusive economic growth;
- Enable equality and improve accessibility;
- Contribute to better health, wellbeing, safety and security; and
- Create better places.

A sustained reduction in car dependency and a substantial shift towards the use of sustainable transport modes will be pivotal to the achievement of these objectives. The bus plays centre-stage in this process, particularly against the backdrop of the climate emergency statements of the West of England authorities including their pledge to reach net zero carbon by 2030.

The West of England Bus Strategy (adopted 2020) established the objectives and direction for our bus network. It set a target of doubling bus passenger journeys in the region by 2036, to be achieved by restructuring the local bus network around a system of hubs and interchanges, accompanied by a simplified route network to open up new journey opportunities.

The City Region Sustainable Transport Settlement (CRSTS) schemes, and related BSIP capital funding for North Somerset, will significantly enhance the region's bus infrastructure, enabling the improvements to bus frequency, speed and availability set out in our BSIP. The investment will strengthen our network of strategic corridors with bus lanes and priority, Transport Hubs and standard bus stops. It will help to build Liveable Neighbourhoods and a network of walking and cycling routes for local journeys, provide access to bus routes, and enable innovation to trial new transport approaches.

The regional Transport Decarbonisation Study is currently in progress. It will assess the carbon impact of current plans, clarify the scale of the challenge, and identify further actions that will be needed to achieve our shared ambition to deliver a carbon-neutral network. Interventions set out in the BSIP will help progress towards the realisation of our net zero carbon ambition by enabling and incentivising modal shift to buses, transitioning towards a fully zero-emission fleet and growing the number of bus passenger journeys.

Our Local Cycling and Walking Infrastructure Plan (LCWIP) sets out a package of infrastructure measures to deliver improvements to walking routes serving 30 local high streets and 55 continuous cycle routes, creating a West of England wide network. These plans are integral to our strategic corridor approach, providing strong links between the bus network and the places where people live, work, and play. Infrastructure rollout on key corridors will complement bus infrastructure proposals.

Complementary policies

Through ongoing strategic planning for the CA area and the North Somerset Local Plan, sustainable locations for strategic housing and employment development will be clarified, including an emphasis on maximising accessibility to sustainable transport modes. Through the local councils' consultations, better design principles for new developments will build on these themes to reduce car dependency and encourage the use of alternative modes.

Potential transfer of responsibilities for the Key Route Network (KRN) to the CA provides further potential to reallocate certain duties at a strategic level, potentially accelerating delivery of challenging decisions around reallocating road space to sustainable transport modes.

Parking management and pricing - current parking policy continues to progress a reduction in longer stay parking provision in central areas, through reallocating land use in Bath, Bristol and Weston-super-Mare for regeneration and public realm improvements, as well as a transfer to short-stay spaces by the rollout of Residents' Parking Zones around Bath and Bristol city centres. Residents' Parking Zones are also being introduced in North Somerset with the first scheme in Leigh Woods now operational. The authorities will review existing parking standards in their local plans to look for opportunities to further reduce car dependency. Further interventions in the provision and pricing of parking will also be brought forward dependent on the conclusions of the TDS referred to above.

Enforcement - More robust enforcement of on-street parking infringements including in bus lanes, facilitated by the existing decriminalisation of stationary and moving traffic violations by our constituent councils. Two new bus lane enforcement cameras in North Somerset have recently been implemented.

Road-space reallocation - as noted above, the CRSTS infrastructure programme will prioritise the transfer of road-space on key corridors to bus, cycling and walking schemes. This investment will be complemented by more robust enforcement of on-street parking infringements including in bus

lanes, facilitated by the existing decriminalisation of stationary and moving traffic violations by our highway authorities.

Effect on neighbouring areas

Engagement has taken place with neighbouring LTAs in the development of the BSIP and EP. Cross-boundary bus services that do not play a role in the local bus network in the EP Area are included in the definition of Exempted Services in the EP scheme. All neighbouring LTAs have published BSIPs and are developing EPs. Dialogue will continue with neighbouring LTAs to ensure that a proportionate approach is taken towards the imposition of Operation Requirements on cross-boundary bus services.

We will engage with the relevant public bodies in Wales but the sole Welsh operator running into the EP Area has already been involved in engagement with the LTAs.

Review of EP Plan and EP Scheme

The EP Plan will be reviewed every year after it has been made, in conjunction with the annual review of the BSIP. The EP Schemes will be reviewed twice a year by the EP Advisory Panel - once after completion of the annual review of the BSIP and once after reporting of progress towards the BSIP targets. The outcome of reviews and any recommendations arising therefrom will be reported to the EP Board.

Reviews will consider how well the EP Plan and EP Schemes are working, progress towards targets and general factors affecting the local bus market.

In addition to formal reviews, the EP Advisory Panel will give bus users and stakeholders an avenue to bring issues to the attention of the EP Board.

Impact on small or medium-sized bus operators

An assessment has been carried out of the impact of the EP Plan on small and medium-sized bus operators (SMOs). Several Bus Operators fall into this category and their needs have been considered in the light of the feedback they have given during engagement. The LTAs recognise that SMOs may not be well-placed to implement the requirements of the EP quickly, and adjustments have been made to reflect that.

Engagement with operators on the BSIP started in June 2021 and fortnightly meetings are being held on development and implementation of the EP. Liaison with operators on an individual basis has taken place when requested. The concerns raised and feedback received have been put in a table in Appendix 2 and evaluated to contain only those which are pertinent to SMOs. This table has been assessed to fully consider the impact on SMOs when introducing the EP. Mitigation measures have been included in the table which will now form the main discussion points with operators during engagement meetings.

The principal issues raised were around costs and timescales. It is generally acknowledged that smaller operators will take longer to implement changes because they do not have access to the same level of resources as larger operators. To mitigate this, a proportionate approach will be taken to the implementation of Operation Requirements, noting that much of the planned capital investment by the LTAs will take place over a long time period. Exemptions and derogations will be considered in appropriate circumstances too.

Appendix 1 to EP Plan - Geographical area covered by West of England EP Plan

Geographical area covered by West of England Enhanced Partnership Plan

Appendix 2 to EP Plan - Assessment of the impact on small and medium-sized operators (SMOs)

Issue	Feedback from SMOs	Mitigation	Comments & Next Steps
Electronic Bus Service Registration	Lack of technical / financial support (for operators not under extensive contracts to scheduling software providers)	EBSR is the Traffic Commissioners' own system and not accessible to others. A new system will be set up to receive TransXChange files. Support will be provided by LTAs to SMOs	LTA commitment added to EPS.
Public facing s19 and s22 operations (as part of the wider network)	Not referred to in the BSIP or draft EP document, but needs to be covered. LTAs should agree not to use s22 operations as a cheap option.	Vehicles operated under s19 permits cannot be used for services open to the general public. Bus services operated by vehicles with s22 permits are excluded from EPs.	LTAs will follow guidance by entering into voluntary agreements with s22 service providers where they form part of the local bus network.
Procurement processes for contracted bus services	Not referred to in the BSIP or draft EP document. LTAs need to commit to fair procurement processes. Allegations of practices favouring large providers and changes being made to contract specification after award.	All public bodies have policies which should ensure a fair and transparent procurement system that provides value for money is in place. There is an established process to challenge procurement decisions. Contracts have flexibility for changes to be negotiated after award. Procurement of new services funded by the BSIP will present new opportunities for SMOs.	Procurement of contracts is not an issue for the EP but LTAs will review their processes to ensure fairness to all potential bidders. A competition test will be carried out on the EP Schemes
Meaningful consultation with service users and providers over revisions to supported services.	No commitment to do this by LTAs	Consultation forms part of the established procurement process but there are circumstances when it is not possible owing to the need to	Consultation will take place on all planned route and network changes, and this will be carried out by LTAs

		respond to events at short notice.	and operators within the framework of the EP.
Upgrade vehicles to Euro VI emission standard.	<p>The target to get all vehicles to Euro V1 emission by 2023 is unachievable for small operators.</p> <p>Lack of financial support available support to retrofit. Retrofit supplier previously caused serious issues.</p> <p>Euro V vehicles are only 4 or 5 years old.</p>	<p>Funding will be available to support retrofitting or replacement.</p> <p>Use of existing funding options such as CAZ and Govt funding bids will be supported.</p> <p>LTA's will consider exemptions until 31 December 2025 in circumstances such as:</p> <ol style="list-style-type: none"> 1. A longstanding contract with linked assets (exempt to the end of the initial contract term); 2. Short term emergency contracts of no more than 13 months duration; 3. Where the value of the required modification exceeds the value of the asset; 4. Operators of 5 or less vehicles under a full national/international Operator's Licence held within the EP area; 5. Historic vehicles used for special events. 	<p>The wording of EPS1 will include the flexibility described.</p> <p>It is recognised that contract prices may rise to reflect the higher standard being required on bus service contracts.</p>
Cost of installing new ticketing systems to facilitate multi-operator ticketing	Operators have different systems, to align them will be costly	<p>This is going to be a gradual process and financial support will be available</p> <p>Subject to Committee decision the West of England CA will fund the purchase and installation of tap off readers</p> <p>Tap off readers could make reimbursement for</p>	A national delivery platform (Coral) is being developed for post-pay capped ticketing. Coral will provide a solution that will encompass all operators where it is applied to a local product

		concessionary travel fairer for operators by linking it directly to the actual fares' revenue forgone.	
Low fares in urban areas	Expectation on operators to fund upgrading vehicles and reduce fares from an increase in revenue that materialises from new bus priority measures. LTAs likely to receive funding for additional staff but operators will bear the brunt of the costs	<p>The aspiration for low fares in urban areas is in the National Bus Strategy.</p> <p>In the EP, operators will be asked to review their fares in urban areas and satisfy themselves that fares for travel within those areas are not a barrier to potential bus users.</p>	Local fares have been applied by First Bus in Clevedon, Nailsea, Portishead, Thornbury and Yate, and they have been successful in encouraging local travel.
Concessionary travel	<p>Reimbursement rate for has gone down since free travel was introduced.</p> <p>Concessionary travel has only returned to 55% of pre-COVID levels and this will create a huge shortfall in operators' revenue.</p> <p>Whilst patronage is still recovering, operators need financial support to enable services to be maintained.</p>	<p>Operators have access to Bus Recovery Grant funding from Government to cover the shortfall in revenue.</p> <p>Reimbursement for concessionary travel has been maintained at pre-Covid levels until March 2022, except where mileage operated is lower than 100% of pre-Covid.</p> <p>A significant part of the payment is currently a subsidy because actual travel is much lower.</p> <p>Government has published guidance on a progressive reduction to actual levels during 2022-23.</p> <p>The rate will be recalculated in accordance with prevailing Government guidance in time to publish a new rate for 2023-24.</p>	The Government guidance for 2022-23 acknowledges that the underlying assumptions behind reimbursement calculations are outdated.
Governance arrangements	Concern about board membership and the numbers of SMO operator votes not being sufficient.	Include operators with total employees in the UK of more than 250 people involved in bus operations but that have less than 50% of total mileage on Local Services in the EP Area	The proposed EP governance structure has been amended to reflect the points raised.

Exempted Services	Services for football are noted as exempt but this should include all sporting and special events		The proposed EP governance structure has been amended to reflect the point raised.
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West of England

Enhanced Partnership Scheme

June 2022 - DRAFT

Introduction

The West of England Enhanced Partnership Scheme for buses is made in accordance with Section 138G(1) of the Transport Act 2000 jointly by the West of England Combined Authority and North Somerset Councils using their powers as local transport authorities for their respective areas.

Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council are formal parties to the Enhanced Partnership Scheme in their roles as Highway and Planning authorities for their respective areas.

Definitions

In this Enhanced Partnership Scheme, the terms listed in the left-hand column of the table below shall have the meanings ascribed to them in the right-hand column.

1985 Act	Transport Act 1985 (as amended)
2000 Act	Transport Act 2000 (as amended)
2017 Act	Bus Services Act 2017
AVL	Automatic Vehicle Location

B&NES	Bath and North East Somerset Council
BCC	Bristol City Council
Bespoke Variation Arrangements	Arrangements made under Section 138E of the 2000 Act and detailed in paragraphs 4.13 to 4.21 (inclusive)
BSIP	The West of England Bus Service Improvement Plan, as published jointly by the West of England Combined Authority and North Somerset Council on 29 October 2021 and subsequent updates
BTF	Bus Transformation Fund
Bus Operator	Operator of one or more Local Services in the EP Area
CA	West of England Combined Authority
CCTV	Closed-Circuit Television
CMA	Competition & Markets Authority
Competition Test	An assessment of the impact of a proposed scheme on competition, in accordance with Schedule 10 of the 2000 Act
CRSTS	City Region Sustainable Transport Settlement
EBSR	Electronic Bus Service Registration
EP	Enhanced Partnership as defined in section 138A of the 2000 Act
EP Advisory Panel	A representative group of partners and stakeholders, as described in paragraphs 4.8 and 4.9, who provide advice to the EP Board
EP Area	The geographical area defined in paragraph 1.1 below
EP Board	A representative group of partners, as described in paragraphs 4.4 to 4.7 (inclusive), who make decisions on the EP
ETM	Electronic Ticket Machine
Exempted Services	Those Local Services described in paragraph 1.4 below
Facilities	Those facilities referred to in paragraphs 2.2 to 2.11 (inclusive) below which shall be deemed as such for the purposes of Section 138D(1) of the 2000 Act
Fixed Change Date	One of two nominated dates in each calendar year decided by the EP Board - before the end of the previous calendar year - on which changes to Local Services in the EP Area can be made
Highway Authorities or HAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council, South Gloucestershire Council or National Highways
HOV Lane	High-Occupancy Vehicle Lane
Improvement Notice	A notice issued to a Bus Operator by the LTAs after assumption of Relevant Registration Functions in the event that a Bus Operator should fail to comply with any of the Requirements or should fail consistently to meet the agreed standards for punctuality and reliability
iPoint	Installation at bus stop on metrobus routes to provide information and sell tickets
JLTP4	Joint Local Transport Plan 4, adopted in March 2020
KRN	Key Route Network
Local Highway Authorities or LHAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Planning Authorities or LPAs	Bath and North East Somerset Council, Bristol City Council, North Somerset Council and South Gloucestershire Council
Local Service	A bus service as defined in Section 2 of the 1985 Act
Local Transport Authorities or LTAs	The West of England Combined Authority and North Somerset Council in respect of the roles defined in Section 108(4) of the 2000 Act
Measures	Those measures referred to in paragraphs 2.12 to 2.25 (inclusive) below which shall be deemed as such for the purposes of Section 138D(2) of the 2000 Act
NSC	North Somerset Council

Operation Requirement	A requirement referred to in paragraphs 3.1 to 3.31 (inclusive) below, imposed under Section 138A(5)(b) of the 2000 Act, other than a Route Requirement
QPS	Quality Partnership Scheme made under Section 114 of the 2000 Act
Qualifying Agreement or QA	Qualifying Agreement as defined in paragraph 17(4)(a) of Schedule 10 to the 2000 Act
Requirement	A requirement imposed under Section 138A(5)(b) of the 2000 Act
Relevant Registration Functions	The functions of the Traffic Commissioner to the extent that they relate to a Relevant Service, both within the meanings given to them under Section 6G(10) of the 1985 Act
Route Requirement	A requirement referred to in paragraphs 3.32 to 3.36 (inclusive) below, imposed under Section 138A(5)(b) of the 2000 Act that falls within Section 138C(1) of the 2000 Act
RTI	Real-Time Information
SGC	South Gloucestershire Council
SMO	Small or medium-sized bus operator
TC	The Traffic Commissioner, as defined in Section 4 of the 1985 Act, for the West of England Traffic Area
TRC	Traffic Regulation Condition made under Section 7 of the 1985 Act
TRO	Traffic Regulation Order made under the Road Traffic Regulation Act 1984
VPA	Voluntary Partnership Agreement as defined in Section 153(2) of the 2000 Act
WEBOA	West of England Bus Operators' Association

1 Scope and commencement date

Description of Geographical Coverage

- 1.1 The EP Scheme will support the improvement of all Local Services operating in the areas covered by the West of England Combined Authority and North Somerset Council. A map of the area is in Appendix 1.

Commencement Date

- 1.2 The EP Scheme is made on xx xxxx 2022. It will have effect until xx xxxx 2027 and will be reviewed twice a year by the EP Advisory Panel. These reviews will include consideration of changes in the obligations on either the LTAs or Bus Operators or both to reflect investment by any of the parties.
- 1.3 Not all the requirements of the EP Scheme will come into force at the commencement date. Certain Facilities, Measures and Requirements will be introduced subsequently at the relevant dates listed or when specified conditions have been met or when funding becomes available.

Exempted Services

- 1.4 The following types of Local Service are exempt from the requirements of the EP Scheme:
- A Local Service that starts or finishes outside the EP Area and which is available for the general public to board at five or fewer bus stops in the EP Area on journeys into the EP Area and which is available for the general public to alight at five or fewer bus stops on journeys out of the EP Area;

- A Local Service that operates to an academic institution outside the EP Area for the principal benefit of students of that institution;
- A Local Service that operates in conjunction with sporting and other events for the specific purpose of carrying attendees to and from such events;
- A Local Service that is not available for use by the general public;
- A Local Service registered under a Community Bus Permit;
- A Local Service operated under a registration live at 1 June 2022 that consists of no more than two timetable journeys per day under a common route number

2 Obligations on the local authorities

- 2.1 The West of England Combined Authority and North Somerset Council commit to the Facilities and Measures listed in this section that lie within the scope of their powers.
- 2.2 Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council, in their role as Highway and Planning Authorities for their respective areas, are formal parties to this enhanced partnership scheme and commit to provide the Facilities and Measures listed in this section that lie within the scope of their powers.

Facilities

- 2.3 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the Facilities listed below for Local Services except Exempted Services.
- 2.4 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide additional Facilities for Local Services during the lifetime of the EP and will use the Bespoke Variation Arrangements to include them in the EP Scheme if appropriate.

Bus lanes and bus gates

- 2.5 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the bus lanes and bus gates listed in Appendix 3.

Bus stops

- 2.6 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the bus stop clearways listed in Appendix 3.

HOV lanes

- 2.7 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the HOV lanes listed in Appendix 3. North Somerset Council will convert its HOV lanes to bus lanes during the lifetime of the EP Scheme subject to consultation and due process.

Real-time information (RTI) displays

- 2.8 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will maintain RTI display screens at bus stops and bus stations in a fit-for-purpose condition and replace screens as soon as possible that are beyond repair.
- 2.9 xx additional RTI units will be installed at locations listed in Appendix xx by the dates shown, subject to the outcome of site surveys.

Information displays at bus stops

- 2.10 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will maintain timetable display cases at bus stops in a fit-for-purpose condition and replace cases that are beyond repair as soon as possible.
- 2.11 The LTAs will arrange with the LHAs for the purchase and installation of information displays at all bus stops in the EP Area except alighting points by xx xxxx 2023.

Website

- 2.12 The West of England Combined Authority and North Somerset Council will maintain a website as the principal repository of information on public transport and sustainable travel in the EP Area. For the time being, the brand Travelwest will be used but this will be reviewed as part of the rollout of a comprehensive brand for the local public transport network.

Ticketing equipment

- 2.13 The LTAs will fund the provision and installation of tap off readers on Bus Operators' vehicles operating in the EP Scheme area - except those operating on Exempted Services - by xx xxxx 2023.
- 2.14 On application, the LTAs will provide funding to assist bus operators running Local Services in the EP Scheme area to offer contactless payment facilities to passengers.

Measures

- 2.15 The West of England Combined Authority, its constituent local highway authorities and North Somerset Council will provide the Measures listed below for Local Services except Exempted Services.

Enforcement

- 2.16 The LHAs will use their discretionary powers to enforce the bus lanes listed in Appendix 3 and will maintain their service levels at the 2020-21 level or exceed them if possible.
- 2.17 The LHAs will use their discretionary powers to enforce parking regulations on bus routes and will maintain their service levels at the 2020-21 level or exceed them if possible.

- 2.18 Subject to funding, LHAs will increase enforcement of bus lanes and parking regulations on principal bus corridors.
- 2.19 When powers to enforce moving traffic offences are made available by Government, the LHAs will apply for them and, if successful, implement an enforcement regime at the earliest practical opportunity.
- 2.20 By January 2023, the LTAs will set up a process with HAs and Bus Operators to monitor bus punctuality on principal corridors and consider interventions to improve punctuality through the process outlined in Appendix 4.

Management of road works and street works

- 2.21 By January 2023, each LHA will, as far as reasonably practicable, establish a uniform and consistent process to ensure that Bus Operators have up-to-date and timely information on planned works and unplanned works (as soon as known) in order that disruption to Local Services can be eliminated or minimised. LHAs will follow current guidance and regulations to ensure roadworks and streetworks are co-ordinated to reduce overall network disruption. Also, LHAs will follow any new guidance set by DfT as part of revisions to the Traffic Management Act Network Management Duty and National Bus Strategy.

Bus revenue support

- 2.22 The West of England Combined Authority and North Somerset Council will not reduce their budget for revenue support for non-commercial bus services below the level in 2020-21.
- 2.23 The West of England Combined Authority and North Somerset Council will require their contractors as part of their Conditions of Contract to comply with the obligations on Bus Operators in Section 3 below in respect of all Local Services operated under contract, including any Local Services that would otherwise be Exempted Services, except for any emergency arrangements lasting no longer than one year that may be set up if and when the market is unable to supply a service meeting the LTAs' requirements through the normal procurement process.
- 2.24 The West of England Combined Authority and North Somerset Council will award bus service contracts in sufficient time to allow Bus Operators to meet the 70-day pre-notification deadline and an additional two-week period for changes to highway infrastructure if relevant (see paragraph 3.24 below) except in cases where emergency arrangements have to be made at short notice.

Concessionary travel

- 2.25 The West of England Combined Authority and North Somerset Council will review the reimbursement rate for concessionary travel by November 2022 in accordance with Government guidance at that time and will publish a new interim rate for 2023-24 calculated accordingly.

Planning

- 2.26 The Local Planning Authorities (LPAs) will consult the LTAs and relevant bus operators at an early stage in the planning process for large development sites, to consider how best to provide accessibility for bus services.

- 2.27 The LPAs will seek proportionate developer contributions for bus revenue support and bus infrastructure from large and medium-sized developments.

Bus infrastructure maintenance

- 2.28 The LHAs will maintain their service level for cleaning and maintenance of bus stop infrastructure - including shelters, poles, flags and RTI units - at the 2020-21 level or exceed it if possible.
- 2.29 The LTAs and LHAs will work together to establish a consistent standard of cleaning and maintenance of bus stop infrastructure across the EP Area. Implementation will be subject to funding.

General

- 2.30 In addition to the commitments made above, the West of England Combined Authority and North Somerset Council will provide assistance to operators to meet various Operation Requirements as follows:
- Transition to use of electronic TransXChange files for registration of Local Services
 - Retrofitting or replacing vehicles to meet Euro VI emission standard, subject to funding
 - Review of multi-operator ticketing
 - Subsidy for fares package commitments

3 Obligations on bus operators

Operation Requirements

- 3.1 All Local Services in the EP Area except for Exempted Services will be subject to the Operation Requirements outlined in this section.

Vehicle standards

- 3.2 By 31 December 2023, all buses must meet Euro VI emission standard or better, by retrofitting if necessary. Exceptions will be considered by the LTAs at their discretion for limited periods for special events or in cases where emergency arrangements have to be made to provide a Local Service at short notice or for any other exceptional circumstances. Some examples of exceptional circumstances are given in the Assessment of the Impact on SMOs in Appendix 2.
- 3.3 By 31 December 2035, all buses must be zero-emission.
- 3.4 Bus Operators will work with the LTAs to accelerate the transition to a fully zero-emission fleet at an earlier date if possible, by submitting bids to Government funding opportunities such as Zero Emission Bus Scheme and Zero Emission Transport City.
- 3.5 In respect of all new vehicles registered on or after the commencement date of the EP Scheme and operating in the EP Area, consideration must be given to the following features:

- CCTV fitted to provide images inside the vehicle for safety and security and also facing outwards from the vehicle to help identify traffic issues
- Internet connectivity
- AVL equipment installed to feed into the RTI system
- Heating and cooling for customer comfort
- USB charging available, including at every wheelchair space and priority seat
- Audio announcements on both decks, including through an induction hearing loop at every wheelchair space and priority seat, of next stops and alerts of route diversions - but note paragraph 3.6 in respect of open-top vehicles
- Visual displays on both decks of next stops and alerts of route diversions
- Display of onward connection details by bus, train and air, where applicable, from open data sources
- Ability to take contactless payment

3.6 Open-top vehicles operating on Local Services must not have loudspeaker or PA system commentary.

Branding

3.7 Bus Operators will co-operate with the LTAs in the development of a single brand for public transport in the West of England area. The aspiration is for the brand to be applied to buses, bus stops, bus stations, trains, railway stations, publicity, posters, websites, ticketing and customer service.

3.8 By xx xxxx 2023, all vehicles operating on Local Services in the EP Area - except those operating on Exempted Services and hop on/hop off tour services - must carry the local brand for public transport. The nature and extent of branding (including its bearing on vehicle livery) will be determined in the course of development, but all vehicles operating on Local Services - except for those on Exempted Services and hop on / hop off tour services - must be readily identifiable as part of the branded local public transport network.

Fares and ticketing

3.9 By April 2023, Bus Operators will have reviewed fares on their Local Services in the urban areas outside Bath, Bristol and Weston-super-Mare to assess the potential to offer local fares for travel within those areas and will have implemented any such offers.

3.10 The following multi-operator ticket types must be sold and accepted on all Local Services in their relevant zones - except hop on/hop off tour services:

- WESTRider - covering the whole EP Scheme Area
- BathRider - covering the Bath urban area
- BristolRider - covering the Bristol urban area
- WestonRider - covering the Weston-super-Mare urban area

The overall scheme for these tickets will be managed by the West of England Bus Operators' Association (WEBOA) or any successor organisation whose membership is open to local operators.

3.11 By 31 March 2023, subject to implementation of the LTAs' commitment to funding in paragraph 2.11 above, all Bus Operators will have fitted tap off readers to their buses - except those operating hop on/hop off tour services - and will implement daily and weekly

capping of fares within the prices of their daily and weekly tickets no later than 3 months after completion of installation.

- 3.12 Bus Operators will work with the LTAs to review and develop the range of multi-operator tickets, including making them available as m-tickets, with the aim of making multi-operator ticketing the norm when multi-operator fare capping becomes possible. By xx xxxx 2022, a refreshed agreement for the multi-operator ticketing scheme will be signed off and a rollout plan agreed.
- 3.13 Software to enable multi-operator fare capping is under development. Bus Operators will be required to enable their ETMs to use it from a date in the future to be set by means of the EP Scheme Bespoke Variation Arrangements.
- 3.14 Prices for the current multi-operator ticket range at the start of the EP Scheme will be as follows:

	Adult	Student / child
WESTRider Day	£7.50	£5.50
WESTRider Week	£32.50	£24.50
BathRider Day	£5.00	£3.50
BathRider Week	£21.00	£16.50
BristolRider Day	£5.30	£3.70
BristolRider Week	£21.50	£16.50
WestonRider Day	£2.70	£2.50
WestonRider Week	-	-

- 3.15 Prices of all multi-operator tickets will be reviewed every year at a date to be agreed and will be set at little or no premium to equivalent single-operator tickets. Price changes will be implemented by means of the EP Scheme Bespoke Variation Arrangements.
- 3.16 By April 2023, operators of Local Services - except hop on/hop off tours - that stop at or near railway stations in the EP Area will participate in the PlusBus multi-modal ticket scheme or any successors, including m-ticket functionality for those tickets.
- 3.17 Bus Operators will co-operate with development of the Freedom Travelpass multi-modal ticket scheme or any successor scheme, including m-ticket functionality for those tickets.
- 3.18 Bus Operators will work with the LTAs to review ticket types, ticket zones, ticket conditions and discounts for children, students and jobseekers with a view to harmonising and simplifying the offer to passengers, to reflect changes in lifestyles. This review will be completed by 31 March 2023.

Contactless payment

- 3.19 By xx xxxx 2023, Bus Operators will make contactless payment available to passengers on all buses in the EP Area.

M-ticketing

- 3.20 Bus Operators will co-operate with the LTAs to move to a single mobile platform such as the Mobility-as-a-Service platform under development.

Changes to Local Services

- 3.21 By **April 2023**, operators will submit all registrations, cancellations and variations to Local Services in the EP Area in electronic TransXChange files.
- 3.22 Bus Operators will supply full and final timetable data to the LTAs 28 days prior to implementation. Data must be complete, fully accurate, conforming with the registered particulars and in a format suitable for use in information systems.
- 3.23 Bus Operators will collaborate with the LTAs in an ongoing review of their Local Services in the EP Area - over and above the Network Review required by Government - with the objective of establishing a simplified route network based on radial and orbital corridors in the principal urban areas. Implementation will be subject to funding and delivery of infrastructure schemes to create interchange facilities.
- 3.24 Bus Operators will work with the LTAs to consult bus users and local communities on proposals to change the routes of Local Services in the EP Area.
- 3.25 Bus Operators will notify the LTAs of any proposed changes to Local Services in the EP Area that involve operation along previously unserved roads, change from single to double decker operation or installation of new bus stops two weeks before the start of the 70-day pre-notification / registration period except where emergency arrangements have to be made at short notice.
- 3.26 From 1 January 2024, all substantial changes to Local Services in the EP Area except Exempted Services and hop on/hop off tours will take place on one of two Fixed Change Dates each year. The LTAs will, in consultation with Bus Operators, set the dates before the end of the preceding calendar year and they will fall on a Sunday in April and a Sunday in August or September, taking account of the occurrence of public holidays and academic terms.
- 3.27 Timetables for seasonal variations, academic terms and connections with rail services will be registered with appropriate dates ranges on the preceding Fixed Change Date, except in unforeseen circumstances.
- 3.28 Minor changes to Local Services in the EP Area and changes to tackle urgent punctuality problems may be made on other dates with agreement of the LTAs.
- 3.29 Bus Operators will supply full and final timetable data to the LTAs 28 days prior to implementation. Data must be complete, fully accurate, conforming with the registered particulars and in a format suitable for use in information systems.
- 3.30 Bus Operators will co-operate with the LTAs to eliminate duplication of bus service numbers in the EP Area - except for low-number series in the Bath, Bristol and Weston-super-Mare urban areas - during 2023.

Bus Passenger Charter

- 3.31 Bus Operators commit to working collaboratively with the LTAs to develop and adopt by **1 January 2023** a Bus Passenger Charter that will set out standards of customer service by all partners and will provide redress to customers in the event that those standards are not met.

General

- 3.32 Bus Operators will co-operate with the West of England Combined Authority in the development and delivery of its Future Transport Zone projects, including Mobility-as-a-Service, Mobility Hubs, Transport Data Hub and Dynamic Demand-Responsive Transport.
- 3.33 Where technologies (such as Route Manager, [one.network](#) or similar) have been made available by a Highway Authority to identify road/street works or other highway-related activities, Bus Operators will use these tools to help minimise or eliminate disruption to Local Services in that Highway Authority's area.
- 3.34 In the event that Bus Operators become aware of unplanned roadworks or streetworks on bus routes, they will notify the relevant Highway Authority at the earliest opportunity.
- 3.35 Bus Operators will re-invest savings in their operational costs resulting from investment by the LTAs - particularly in bus priority schemes - by making proportionate improvements to service frequency, hours of operation, network coverage, fare levels, customer service standards or any combination of those. Each package of capital investment or combination of packages will be considered in this way by Bus Operators, and improvements will be agreed with the LTAs that reflect the priorities of passengers on the relevant corridors and help achieve the BSIP targets.
- 3.36 Where revenue support is provided on a “kickstart” basis for new and enhanced services, the Bus Operator receiving that support shall adopt an “open book” approach to the provision of cost and revenue data to the LTA providing such funding, throughout the period of funding.

Route Requirements

- 3.37 To mitigate the environmental impact of buses on certain sensitive roads and to ensure co-ordination between Local Services, Route Requirements will be imposed.
- 3.38 Any additions or variations to Route Requirements will be subject to the statutory consultation process with Bus Operators as set out in section 138L of the 2000 Act and detailed in the Enhanced Partnership Plans and Schemes (Objections) Regulations 2018.

Frequency limits

- 3.39 On the roads listed in the table below, no more than the maximum number of buses per hour shown may be operated on Local Services, except that up to two additional buses may be operated per hour to duplicate timetabled journeys if needed to meet exceptionally high passenger demand.

Road	Section	Maximum buses per hour (bph) on Local Services
Bennett Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Brock Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph

		Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Marlborough Lane, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph northbound and 0 bph southbound Between 2000 and 2400 daily: 0 bph
North Road, Bathwick	Between Cleveland Walk and Oakley	Between 0001 and 1029 daily: 1 bph south-eastbound and 1 bph north-westbound Between 1030 and 1829 daily: 5 bph south-eastbound and 1 bph north-westbound Between 1830 and 2400 daily: 0 bph
Queen's Parade Place, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Royal Avenue, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
The Circus, Bath	Northern arc between Brock Street and Bennett Street	At all times: 0 bph
The Circus, Bath	Southern arc between Bennett Street and Brock Street	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph westbound and 0 bph eastbound Between 2000 and 2400 daily: 0 bph
Upper Church Street, Bath	Whole length	Between 0001 and 0929 daily: 0 bph Between 0930 and 1959 daily: 6 bph northbound and 0 bph southbound Between 2000 and 2400 daily: 0 bph

Timetable co-ordination

- 3.40 Bus Operators will work with the LTAs to co-ordinate timetables of separate Local Services operating on common sections of route where possible, by means of a Qualifying Agreement if appropriate.

- 3.41 Bus Operators will work with the LTAs to offer good connections to and from rail services wherever possible.

4 Governance arrangements

- 4.1 The EP Scheme has been developed jointly by the West of England Combined Authority, North Somerset Council, Bus Operators, and Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council in their roles as local highway authorities and local planning authorities.
- 4.2 It sets out obligations and requirements on the LTAs, HAs, LPAs and Bus Operators Services to achieve the intended improvements, with the aim of delivering the objectives of the BSIP and associated EP Plan.

EP Board

- 4.3 The future content and arrangements for the variation and revocation of the EP Plan and EP Scheme shall be decided by the EP Board, whose members shall comprise one representative (five in total) to represent each of the following groupings:
- The West of England Combined Authority
 - North Somerset Council
 - A Bus Operator that operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area
 - Bus Operators that are subsidiaries of a group of UK bus operations with more than 250 employees that operate less than 50% of the total vehicle mileage operated on Local Services in the EP Area
 - All other Bus Operators collectively
- 4.4 Bus Operators shall make arrangements to agree their representatives on the EP Board and shall consider how new entrants to the bus market in the EP Area will be accommodated. If at any point in the future, the local market changes such that no Bus Operator operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area, a review of the EP governance arrangements will be triggered.
- 4.5 The representative of a Bus Operator that operates more than 50% of the total vehicle mileage operated on Local Services in the EP Area shall have two votes and all other EP Board members shall have one vote. The West of England Combined Authority and North Somerset Council shall each have a power of veto over any decision of the EP Board, except for any decision that has no direct bearing on their individual geographical area. The purpose of the veto is to prevent any action which is considered to be against the public interest including - but not limited to - anti-competitive actions. Exercise of the veto cannot impose any cost on any Bus Operator, either directly or indirectly.
- 4.6 Decisions of the EP Board shall require at least five of the six votes to be cast in favour.
- 4.7 All decisions that require the exercise of powers held by Bath & North East Somerset Council, Bristol City Council and South Gloucestershire Council in their roles as Local Highway Authorities or Local Planning Authorities will be subject to agreement of those

authorities. It is recognised that, should such agreement not be forthcoming, any conditional commitments on Bus Operators in the decision would not be valid.

- 4.8 The EP Board shall normally meet at least once every three months and shall consider the reviews carried out by the EP Advisory Panel.

EP Advisory Panel

- 4.9 The future content and arrangements for the variation and revocation of the EP Plan and EP Scheme will be considered by an EP Advisory Panel, the composition of which shall be determined jointly by the LTAs to represent the following groups of stakeholders:

- The LTAs
- The LHAs
- Bus Operators
- Bus user groups
- Town and Parish Councils
- Large employers
- Retailers
- The NHS
- Local universities
- Other appropriate stakeholders

- 4.10 The EP Advisory Panel shall normally meet at least once every three months to consider issues related to the operation of the EP Plan and Schemes, to monitor progress towards targets, and to advise the EP Board on key decisions.
- 4.11 At least twice per year, the EP Advisory Panel will consider suitable changes to the commitments by the LTAs and by Bus Operators to reflect investment by either party. If the EP Advisory Panel considers that any changes would be appropriate, it will follow the Bespoke Variation Arrangements set out in paragraph xxx below except in the case of proposed changes to Route Requirements where the process set out in paragraph 3.38 above will apply.
- 4.12 At least once a year, a Bus User Forum meeting will be convened as an open meeting for bus users to engage with the LTAs and Bus Operators. This will not form part of the EP governance but any relevant issues arising from it will be reported to the EP Advisory Panel for their consideration.

Review of the EP Scheme

- 4.13 Once the EP Scheme has been made, it will be reviewed by the EP Advisory Panel every six months following publication of data on progress towards BSIP targets, and this will ensure any necessary action is taken to deliver the those targets. The West of England Combined Authority and North Somerset Council will initiate each review jointly.
- 4.14 The EP Advisory Panel can also decide to review specific elements of the scheme on an ad-hoc basis. EP Advisory Panel members should contact the LTAs by email to transport.operations@westofengland-ca.gov.uk or public.transport@n-somerset.gov.uk explaining what the issue is and its urgency. The LTAs will then decide jointly whether to table it at the next scheduled meeting or whether to make arrangements for the EP Advisory Panel to meet sooner.

Bespoke Arrangements for Varying or Revoking the EP Scheme

- 4.15 In accordance with Section 138E of the 2000 Act, a variation to the EP Scheme - except for an addition or variation to Route Requirements - will be subject to the Bespoke Variation Arrangements set out in this section.
- 4.16 Consideration will be given to potential EP Scheme variations requested by a member of the EP Advisory Panel or one of the organisations represented on it. The proposer of a variation should demonstrate how this might contribute to achieving the objectives set out in the BSIP, EP Plan and current local transport policies. Such requests should be in writing and submitted to transport.operations@westofengland-ca.gov.uk or public.transport@n-somerset.gov.uk . The receiving LTA will forward all requests on to the other LTA and all EP Advisory Panel members within five working days.

Decision-making process and bespoke objection mechanism

- 4.17 On receipt of a request for a variation under the Bespoke Variation Arrangements, the LTAs will convene the EP Advisory Panel, giving at least 14 days' notice for the meeting, to consider the proposed variation. If the proposed variation is agreed by all bus operator representatives present and if the LTAs also agree, a recommendation shall be made to the EP Board. Members of the EP Advisory Panel who are absent or not expressing a view at the meeting (either in person, in proxy or in writing) will be deemed to be abstaining from the decision.
- 4.18 If the EP Board accepts the recommendation made by the EP Advisory Panel, the LTAs will make the EP Scheme variation within seven working days and publish the revised EP Scheme on their websites.
- 4.19 An LTA, LHA or Bus Operator may put forward specific proposals for introducing bus priority measures on an individual section of defined highway or bus corridor.
- 4.20 Bus Operators may also put forward a package of improvements to Local Services on specific corridors or more generally that they agree to introduce if the bus priority measures are delivered.
- 4.21 If the LTAs agree and Bus Operators on the relevant corridor confirm in writing to the LTAs their acceptance of the proposal, the LTAs will vary the scheme using the Bespoke Variation Arrangements, and the obligations on Bus Operators will come into force at a mutually agreed date after the agreed package of bus priority measures has been implemented.

Revocation of the EP Scheme

- 4.22 If an LTA, LHA or member of the EP Advisory Panel believes it is necessary to revoke the EP Scheme, a meeting of the EP Advisory Panel will be convened and a recommendation made to the EP Board. If the EP Board decides to revoke the EP Scheme it will follow the legislative procedures for revocation or use the Bespoke Variation Arrangements.
- 4.23 If at any point in the future, any area covered by the EP Scheme is included in a bus franchising scheme, the relevant requirements set out in this EP Scheme document will cease to apply to areas covered by the franchising scheme, in line with the arrangements set out in the franchising scheme.

Data sharing

- 4.24 All parties to the EP Scheme shall handle personal data in accordance with the General Data Protection Regulations. Commercially sensitive data shall be subject to Confidentiality Agreements.

- 4.25 Freedom of Information requests shall be handled in accordance with the established procedures of the relevant body.

Delegation of Relevant Registration Functions from the Traffic Commissioner

- 4.26 The 2000 Act requires LTAs that impose Route Requirements to take on Relevant Registration Functions otherwise carried out by the Traffic Commissioner.
- 4.27 The LTAs will work with the Traffic Commissioner and other bodies to assume Relevant Registration Functions at the earliest opportunity.
- 4.28 Assumption of Relevant Registration Functions by the LTAs will provide a focus for joint work by the LTAs, LHAs and Bus Operators to tackle punctuality problems as outlined in Appendix 4.
- 4.29 Enforcement action will be taken only in exceptional circumstances or when there has been a clear and persistent failure by a Bus Operator to take action to meet the punctuality standards set by the Senior Traffic Commissioner. Appendix 4 sets out the process that will be followed.

Appendix 1 to EP Scheme - Geographical area covered by West of England EP Scheme

Geographical area covered by West of England Enhanced Partnership Scheme

Appendix 2 to EP Scheme - Assessment of the impact on small and medium-sized operators (SMOs)

Issue	Feedback from SMOs	Mitigation	Comments & Next Steps
Electronic Bus Service Registration	Lack of technical / financial support (for operators not under extensive contracts to scheduling software providers)	EBSR is the Traffic Commissioners' own system and not accessible to others. A new system will be set up to receive TransXChange files. Support will be provided by LTAs to SMOs	LTA commitment added to EPS.
Public facing s19 and s22 operations (as part of the wider network)	Not referred to in the BSIP or draft EP document, but needs to be covered. LTAs should agree not to use s22	Vehicles operated under s19 permits cannot be used for services open to the general public. Bus services operated by vehicles with s22 permits are excluded from EPs.	LTAs will follow guidance by entering into voluntary agreements with s22 service providers where they form part of

	operations as a cheap option.		the local bus network.
Procurement processes for contracted bus services	<p>Not referred to in the BSIP or draft EP document. LTAs need to commit to fair procurement processes.</p> <p>Allegations of practices favouring large providers and changes being made to contract specification after award.</p>	<p>All public bodies have policies which should ensure a fair and transparent procurement system that provides value for money is in place.</p> <p>There is an established process to challenge procurement decisions.</p> <p>Contracts have flexibility for changes to be negotiated after award</p>	<p>Procurement of contracts is not an issue for the EP but LTAs will review their processes to ensure fairness to all potential bidders.</p> <p>A competition test will be carried out on the EP Schemes</p>
Meaningful consultation with service users and providers over revisions to supported services.	No commitment to do this by LTAs	Consultation forms part of the established procurement process but there are circumstances when it is not possible owing to the need to respond to events at short notice.	Consultation will take place on all planned route and network changes, and this will be carried out by LTAs and operators within the framework of the EP.
Upgrade vehicles to Euro VI emission standard.	<p>The target to get all vehicles to Euro V1 emission by 2023 is unachievable for small operators.</p> <p>Lack of financial support available support to retrofit. Retrofit supplier previously caused serious issues.</p> <p>Euro V vehicles are only 4 or 5 years old.</p>	<p>Funding will be available to support retrofitting or replacement.</p> <p>Use of existing funding options such as CAZ and Govt funding bids will be supported.</p> <p>LTAs will consider exemptions until 31 December 2025 in circumstances such as:</p> <ol style="list-style-type: none"> 1. A longstanding contract with linked assets (exempt to the end of the initial contract term); 2. Short term emergency contracts of no more than 13 months duration; 3. Where the value of the required modification 	<p>The wording of EPS1 will include the flexibility described.</p> <p>It is recognised that contract prices may rise to reflect the higher standard being required on bus service contracts.</p>

		<p>exceeds the value of the asset;</p> <p>4. Operators of 5 or less vehicles under a full national/international Operator's Licence held within the EP area;</p> <p>5. Historic vehicles used for special events.</p>	
Cost of installing new ticketing systems to facilitate multi-operator ticketing	Operators have different systems, to align them will be costly	<p>This is going to be a gradual process and financial support will be available</p> <p>Subject to Committee decision the West of England CA will fund the purchase and installation of tap off readers</p> <p>Tap off readers could make reimbursement for concessionary travel fairer for operators by linking it directly to the actual fares' revenue forgone.</p>	A national delivery platform (Coral) is being developed for post-pay capped ticketing. Coral will provide a solution that will encompass all operators where it is applied to a local product
Low fares in urban areas	Expectation on operators to fund upgrading vehicles and reduce fares from an increase in revenue that materialises from new bus priority measures. LTAs likely to receive funding for additional staff but BBB payments to transport authorities will pay for additional employees but operators will bear the brunt of the costs	<p>The aspiration for low fares in urban areas is in the National Bus Strategy.</p> <p>In the EP, operators will be asked to review their fares in urban areas and satisfy themselves that fares for travel within those areas are not a barrier to potential bus users.</p>	Local fares have been applied in Yate and Thornbury and have been successful in encouraging local travel.
Concessionary travel	<p>Reimbursement rate for has gone down since free travel was introduced.</p> <p>Concessionary travel has only returned to 55% of</p>	<p>Operators have access to Bus Recovery Grant funding from Government to cover the shortfall in revenue.</p> <p>Reimbursement for concessionary travel has been maintained at pre-</p>	The Government guidance for 2022-23 acknowledges that the underlying assumptions behind reimbursement calculations are outdated.

	<p>pre-COVID levels this will create a huge shortfall in operators' revenue.</p> <p>Whilst patronage is still recovering, operators need financial support to enable services to be maintained.</p>	<p>Covid levels except where mileage operated is lower than 100% of pre-Covid.</p> <p>A significant part of the payment is currently a subsidy because actual travel is much lower.</p> <p>Government has published guidance on a progressive reduction to actual levels during 2022-23.</p> <p>The rate will be recalculated in accordance with prevailing Government guidance in time to publish a new rate for 2023-24.</p>	
Governance arrangements	Concern about board membership and the numbers of SMO operator votes not being sufficient.	Include operators with total employees in the UK of more than 250 people involved in bus operations but that have less than 50% of total mileage on Local Services in the EP Area	The proposed EP governance structure has been amended to reflect the points raised.
Exempted Services	Services for football are noted as exempt but this should include all sporting and special events		The proposed EP governance structure has been amended to reflect the point raised.

Appendix 3 to EP Scheme - Facilities

Bus lanes and bus gates

Table xx: Bus Lanes provided by Bath & North East Somerset Council

Order no	Road	Direction	Section of road	Length	Days and hours of operation
0627 (1)	A4 London Road	N	Kensington Place to Grosvenor Bridge Road	Not available	24hrs
0627 (2)	Green Park Road	N	Offside lane from Midland Bridge Road towards Charles Street	52 metres	24hrs
0627 (3)	A367 Wells Road	E	From no 12 Wells Road to the junction with Churchill Bridge Roundabout	130 metres	Mon - Sat 0800 to 1000
0627 (4)	Northgate Street (both directions)	S / N	St Michael's Church to Bridge Street.	Not available	Mon - Sun 1000 to 1800

Varied by 1318 - both live			Guildhall to New Bond Street outbound		
0627 (5)	Pulteney Bridge (both directions)	E /W	Argyle Street between Pulteney Bridge and Grove Street	Not available	24hrs
1017	A367 Wellsway	N	From Broomfield Avenue to Shakespeare Avenue. Then the junction of Wellsway and Bloomfield Road	49 metres and 12 metres = 61 metres over 2 sections	24hrs
1018	A367 Wellsway	S	Midford Road to the Red Lion Roundabout	162 metres	24hrs
1125	A367 Wellsway	N	From Hatfield Road along Wellsway	120 metres	Mon - Sun 0700 to 1900
1318	Northgate Street	S /N	St Michael's Church to Bride Street and Bridge Street to New Bond Street	Not available	Mon - Sun 1000 to 1800
1548E	A4 London Road experimental TRO	NE	From Kensington Place to Grosvenor Bridge Road	188.2 metres	24hrs
THTTC 2323	Milsom Street temporary bus lane		From the junction with George Street to the junction with Quiet Street	Not available	Mon - Sun 1000 to 1800

Table xx: Bus Lanes provided by Bristol City Council

Order no	Road	Direction	Section of road	Length	Days and hours of operation
0202	A4 Portway	NW	Station Road to Park and Ride entrance	Not available	24hrs
0306	West Street - Malago Road	NW	From Hereford Street (south east side of Malago Rd)	Not available	24hrs
0306	West Street	SW	From Harptree Grove	Not available	Mon - Fri -07.00 to 09.30 and 16.30 to 18.30
0306	West Street (contra flow bus lane)	NW	Bedminster Road to Parson St junction	Not available	24hrs
0730	A420 Old Market Street (One way traffic and contra flow bus lane)	NE	Old Market Roundabout junction with Old Market Street	100 metres	24hrs
0730	A420 Old Market Street	SW	From Jacob Street	91 metres	24hrs
0731 (3)	A420 Church Road	W	From Cossham Road	43 metres	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
0731 (7)	A420 Lawrence Hill	W	From Kingsmarsh Way / Baynton House	Not available	24hrs
0731 (9)	A420 Lawrence Hill Roundabout	W	Lawrence Hill roundabout to Junction of A4320 St Philips Causeway	40 metres	24hrs
0731 (10)	A431 Summerhill Road	W	Lawrence Hill roundabout to The Avenue	54.5 metres	24hrs
0731 (11)	A431 Summerhill Road	NW	Cousins Lane to Bethel Road	Not available	Mon - Fri - 07.00 to 09.30
0748	A420 Trinity Road	S	Braggs Lane to West Street	Not available	24hrs
0748	A420 West Street	SW	Trinity Street to Waterloo Street	Not available	24hrs

0915	McAdam Way, Bristol City	W	Avon Crescent to Brunel Way	90 metres	24hrs
0924	A4044 Bond Street	NW	Bond Street South to St James Barton roundabout	Not available	24hrs
0924	A4044 Bond Street South	NW	Hollister Street to Bond Street	Not available	24hrs
0924	A4044 Bond Street South	NW	Old Market Roundabout to Bond Street South	84 metres	24hrs
0927	A4 Portway	SE	Horseshoe Drive to Bridge Valley Road	Not available	24hrs
0944	A420 Church Road	E	NOs.43 / 45 Church Road to nos.261 / 263 Church Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
0944	A420 Church Road	W	Nos 14 / 16 Church Road to Lawrence Hill junction	Not available	Mon - Sat - 07.00 to 09.30 and 16.30 to 18.30
0944	A420 Lawrence Hill	E	Church Road junction to Pack Horse Hotel and no. 162 Lawrence Hill	Not available	Mon - Sat - 07.00 to 09.30 and 16.30 to 18.30
0946	Gloucester Road (A38)	N	Nos 319 Gloucester Road to Nos 350 / 352 Gloucester Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1004	Bedminster Parade (A38)	NE	East Street junction to Nelson Parade	210 metres	24hrs
1004	East Street	NE	Imperial Arcade to junction with Bedminster Parade	19 metres	24hrs
1040	William Jessop Way	SW	Length of William Jessop Way from Whitchurch Lane junction	182 metres	24hrs
1104 (1)	A4 Bath Road	E	174m NW of Angers Road junction to Nos 190 / 192 Bath Road	Not available	24hrs
1104 (2)	A4 Bath Road	E	Nos 359 / 361 Bath road to Nos 403 / 405 Bath Rd	Not available	Mon - Fri - 16.30 to 18.30
1104 (3)	A4 Bath Road	SE	Along Bath Rd from 108m NW of Nos 633 / 635	105 metres	24hrs
1104 (4)	A4 Grove Park and Bristol Hill	S / E	From Nos 7 / 8 Grove Park to Bristol Hill junction and then Bristol Hill junction to just after Nos 51 / 53 Bristol Hill	Not available	24hrs
1104 (5)	A4 Brislington Hill and A4 Bath Rd	SE	From Nos 17 / 19 Brislington Hill to Bath Rd junction and then on to Bonville Rd junction	Not available	24hrs
1104 (6)	Stockwood Road	NE	From Nos 513 / 515 to Bath Rd junction	Not available	24hrs
1104 (7)	Eagle Road and Bath Road	NW	From Nos 32 / 34 Eagle Rd to Bath Rd junction and then on to 477 / 479 Bath Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1104 (8)	A4 Bath Rd	W	From 190 / 192 Bath Rd to Nos 152 / 154 Bath Rd	Not available	24 hrs
1104 (9)	A4 Bath Rd	NW	From Angers Rd junction	189 metres	24hrs
1108	Broadmead	NE	Length of Broadmead from Silver Street to Union Street	40 metres	24hrs

1137 (1)	A38 Cheltenham Road	NW	From Nos 169a / 171 Cheltenham Rd to Nos 235 / 237 Cheltenham Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1137 (2)	A38 Cheltenham Road	SE	From Nos 200 / 202 Cheltenham Rd to Nos 142 / 144 Cheltenham Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1144	A432 Fishponds Road (1)	W	Shamrock Rd to School Rd	200 metres	24hr
1144	A432 Fishponds Road (2)	W	Straits Parade to Wharf Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (3)	W	Ernestville Road TO Ridgeway Parade	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (4)	W	Glen Park to Boswell Street	220 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1144	A432 Fishponds Road (5)	E	Heath St to Freemantle Rd	220 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205 (1)	A4018 Westbury Road	S	Westbury Road from Henleaze Rd to White Tree Roundabout	180 metres	24hrs
1205 (2)	A4018 Westbury Road	S	Westbury Rd from Clay Pit Rd to Redland Hill	280 metres	24hrs
1205 (4)	A4018 Westbury Road	S	Cotham Hill to Tyndalls Park Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205(5)	A4018 Westbury Road	N	Brighten Mews to Cotham Hill	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1205 (6)	Whiteladies Road	N	Whatley Rd to Apsley Rd	Not available	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1248 (1)	Bath Road	W	Three Lamps to Bath Bridge	Not available	24hrs
1248 (3)	Clarence Road inbound	SW	Clarence Road, Lawrence Hill to West St	Not available	24hrs
1248 (4)	Clarence Road outbound	SE	Trinity Road to Easton Road	100 metres	24hrs
1248 (5)	Gloucester Road	S	Wolseley Road to Elton Road	Not available	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1248 (6)	Gloucester Road	S	Egerton Road to Sommerville Road	100 metres	Mon - Fri - 07.00 to 09.30 and 16.30 to 18.30
1323 (1)	A4 Bath Road	E	Park and ride site	10 metres	24hrs
1323 (2)	A4 Bath Road	NW	Stockwood Road to Flowers Hill	150 metres	Mon - Fri - 07.00 to 10.00
1323 (3)	A4 Bath Road	NW	Flowers Hill to West Town Lane	110 metres	Mon - Fri - 07.00 to 10.00
1635	Colston Street	E	metrobus (bus lane 3) - Colston Street bus lane and bus gate	30 metres	24hrs
1659	Colston Avenue	N	metrobus (bus lane 5) Colston Avenue bus lane	50 metres	24hrs
1702 (1 A, B)	Broad Quay	S	metrobus (bus lane 1) - Broad Quay inbound and outbound	240 metres	24hrs
1702 (2 A, B, C, D)	Colston Avenue	S	Metrobus (bus lane 2) - Colston Avenue inbound and outbound bus lane and bus gate towards Baldwin St	140 metres	24hrs

1708 (4)	Colston Avenue	S	metrobus (bus lane 4) - City centre, Rupert St and Colston Avenue bus lane	90 metres	24hrs
1708 (6)	Lewins Mead	N	metrobus (bus lane 6) - Colston Avenue and Lewins Mead bus lane	Not available	24hrs
1719	A4032 Newfoundland Way	SE	metrobus - Inbound - M32 J3 to Newfoundland Circus	Not available	24hrs
1728	Hartcliffe Way	NW (1) / SE (2)	metrobus - inbound (1) and outbound (2) bus lane on Hartcliffe Way	Not available	24hrs
1730	A38 Bedminster Parade	SE	metrobus - Bedminster Parade outbound from Squires Court to just past Boot Lane	60 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1731	Bridewell Street	SW	Metrobus - The Haymarket, Bridewell Street to Rupert Street bus lane	Not available	24hrs
1732	Redcliffe Way (Bascule Bridge)	W	Bus lane and Bus gate from The Grove junction to Quayside Walk	65 metres	24hrs
1735	Stoke Lane	S	Stoke Lane from Wren Close to the M32	Not available	24hrs
1749	Cumberland Road	E	Cumberland Road between Nos 134 to 120	150 metres	Mon - Fri - 07.00 to 10.00 and 16.30 to 18.30
1809 (1)	Stoke Lane spur on-slip	NE	Metrobus - bus only junction spur off-slip	Not available	24hrs
1809 (2)	Stoke Lane spur off-Slip	SW	Metrobus - bus only junction spur on-slip	Not available	24hrs
1936 (1)	A37 Wells Road	NW	Wells Road from Calcott Road to County Street	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (2)	A37 Wells Road	N	Wells Road from St Martins Road to the Pavilion	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (3)	A37 Wells Road	S	Wells Road from Broadfield Road to Ponsford Road	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (4)	A37 Wells Road	SE	Wells Road from Woodbridge Road to Talbot Road	Not available	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
1936 (5)	A37 Wells Road	N	Wells Road from Angers Road Three Lamps	Not available	24 hrs
2026 (1)	Commercial Road	E	Commercial Road inbound, Francombe House	60 metres	24hrs
2026 (2)	Redcliffe Hill	N	Guinea Street (Plimsoll House) to Redcliffe Parade East	Not available	24hrs
2026 (3)	Redcliffe Hill	S	Redcliffe Parade East to Guinea Street (Plimsoll House)	Not available	24hrs
2026 (4)	The Grove	E	Middle section of The Grove	Not available	24hrs
2026 (5)	Redcliffe Way	E	Phippen Street to Temple Point	Not available	24hrs
2026 (6)	Temple Gate	SE	Temple Gate House Hotel to Friary	Not available	24hrs
2026 (7)	Temple Way	S	Temple Back East to Friary	Not available	24hrs
2026 (8)	Victoria Street / Temple Way	SE / N	Thomas Street East junction to Jacob Street - Temple Way	Not available	24hrs

2133 (1)	A37 - A4018 Bristol Bridge	E	Anchor Road / Canons Road: from Lime Kiln Road to Watershed	Not available	24hrs
2133 (2)	St Augustine's Parade	N	Denmark Street to Baldwin Street	60 metres	24hrs
2133 (3)	Baldwin Street	E	St Augustine's Parade junction to Marsh Street	100 metres	24hrs
2133 (4)	Baldwin Street / High Street	SE	On High Street to the start of Bristol Bridge	20 metres	24hrs
2133 (5)	Baldwin Street / Bristol Bridge / High Street / Victoria Street	E / SE	Baldwin Street to Victoria Street (over Bristol Bridge)	135 metres	24hrs
2133 (6)	Union Street, city centre	W	Union Street to The Haymarket	40 metres	24hrs
2147 (1)	Hotwell Road	W	Dock Gate Lane (filling station) to Rownham Mead	75 metres	Mon - Fri - 07.00 to 10.00 and 16.00 to 18.30
2147 (2)	Hotwell Road and Anchor Road	W	From Anchor Road to 129 Anchor Road	Not available	24hrs
2160	Bishport Avenue (southern arm)	W	Bishport Avenue to Hareclive Road	55 metres	24hrs
8412	City Road, Stokes Croft	SW	Brigstocke Road to Upper York Street	Not available	Mon - Fri - 08.00 to 09.15 and 16.45 to 18.00
9439	A38 Bedminster Parade	NE	Regent Road to Bedminster Bridge	Not available	Peak hours
9453	Lower Castle Street, city centre	SE	Penn Street from the junction with Philadelphia Court to Lower Castle Street. From Lower Castle Street to Old Market Street ending at Old Market Roundabout	Not available	24hrs

Table xx: Bus Lanes provided by North Somerset Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
	A370	N	Approach to Bristol boundary	512 metres	24hrs
	A370 Congresbury	S	Congresbury to B3133 Smallway	286 metres	24hrs
	B3440 Bristol Rd	E	Approach to Queensway Jct	71 metres	24hrs
	A370 West Wick	E	Elmham Way eastbound approach to RAB	82 metres	24hrs
	A370 Marchfields Way	W	Marchfields Way approach to Drove Road RAB, W-s-M	229 metres	24hrs
	A4174 Colliters Way	N	Colliters Way to Brook Gate	990 metres	24hrs
	A4174 Colliters Way	S	Colliters Way to A38 Bridgwater Rd	1185 metres	24hrs
	A370	S	Approach to J21 from Hewish	235 metres	Mon - Fri - 07.00 to 09.00 and

					16.00 to 19.00
	B3128 Ashton Rd	E	Bus lane (one-way) onto A370 at Bower Ashton	512 metres	Mon – Fri – 07.00 to 10.00 and 16.00 to 18.30
	B3128 Ashton Rd	E	Bus only link (one-way), onto A370, Bower Ashton	33 metres	24hrs
	Queensway Terminus	S	To Commercial Way - 2-Way bus only Link, St Georges	22 metres	24hrs
	Winterstoke	S	Bus only link from Searle Cre to A370 Herluin Way	67 metres	24hrs
	Feeder Rd	S/W	Bus Only Link between A4174 / Brook Gate and LA P&R	629 metres	24hrs
	Moor Lane	N/W	Bus Only Link from Griffen Road to Vale Mill Way	518 metres	24hrs
	Regent Street Bus Interchange	E/W, W/E	Bus only Interchange	137 meters	24hrs
	A370 Marine Parade	N	Access gate to A370 Beach, W-s-M	6 metres	24hrs

Table xx: Bus Lanes provided by South Gloucestershire Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
X0351	A38 Gloucester Road North, Filton	SW	The length of Gloucester Road North. From No 68 Gloucester Road North to No 38a		Mon-Fri - 07.00 to 10.00 and 15.30 to 19.00
X0528	A38 Gloucester Road North, Filton	SW	The length of Gloucester Road North from North way to Cleve Road		24hrs
X1002	A38 Gloucester Road, Patchway	N	Little Stoke to Hempton Lane	300 metres	Mon - Fri - 07.30 to 09.30 and 16.00 to 19.00
X1004	A38 Gloucester Road, Patchway	N	Hempton Lane to Aztec West	231 metres	Mon - Fri - 07.30 to 09.30 and 16.00 to 19.00
X0829	A4174 Station Road and Filton Road	E	From New Road junction, around the Abbeywood Roundabout to the A4174 junction Filton Road with Filton Lane	Not available	24hrs
N9607	A4174 Station Road / Filton Avenue	S	Filton Avenue from Conygre Grove to the junction with A4174 Station Road	Not available	24hrs
X1016	Great Stoke Way, Stoke Gifford	S	Great Stoke Way from Fox Den Road	337 metres	24hrs

			to the junction with Filton Road		
X1622 (1)	A38 Gloucester Road - metrobus zone 1	S	From the junction with Bradley Stoke Way towards Gloucester Road	89 metres	24hrs
X1622 (2)	Bradley Stoke Way - metrobus zone 1	NW	From Patchway Brook Roundabout to the junction with Gloucester Road	453 metres	24hrs
X1622 (3)	Bradley Stoke Way - metrobus zone 1	SW	Segregated carriageway providing a left turn from Bradley Stoke Way to Gloucester Road	Not available	24hrs
X1622 (4)	Bradley Stoke Way - metrobus zone 1	NW	Along Bradley Stoke Way from Savages Wood Roundabout	792	24hrs
X1622 (5)	Bradley Stoke Way - metrobus zone 1	S	Along Bradley Stoke Way from Great Stoke Roundabout to	256 metres	24hrs
X1622 (6)	Bradley Stoke Way - metrobus zone 1	E	Along Bradley Stoke Way from Aztec West Roundabout	79 metres	24hrs
X1622 (7)	Great Stoke Way - metrobus zone 1	N	Along Great Stoke Way from Trevelyan Walk	155 metres	24hrs
X0609	A432 Badminton Road, Kendleshire	S	From the junction of Ruffet Road to the junction with Cuckoo Lane	Not available	24hrs
X0829	A4174 Station Road and Filton Road	E	From the junction with New Road, around the Abbeywood Roundabout and to the junction of Filton Road and Filton Lane	Not available	24hrs
X1109	Coldharbour Lane, Stoke Gifford	N	Along Coldharbour Lane from just before the junction, to the junction with A4174 Ring Road	Not available	24hrs
X1716 (1)	Coldharbour Lane - metrobus zone 4	S	From UWE junction to the Bristol / South Gloucestershire boundary	173 metres	24hrs
X1716 (2)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Lancelot Road	59 metres	24hrs
X1716 (3)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Wright Way	59 metres	24hrs
X1716 (4)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from the junction with Long Down Avenue	11 metres	24hrs
X1716 (5)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from 41m after the junction with Long Down Avenue	105 metres	24hrs
X1716 (6)	Coldharbour Lane - metrobus zone 4	N	Along Coldharbour Lane from 156m after the junction with Long Down Avenue	39 metres	24hrs

X0043	Pegasus Road, Cribbs Causeway	NW	From the junction with Highwood Lane and Lysander Road to the junction with Jupiter Road	Not available	24hrs
X1023	Cribbs Causeway	S	The length of Lysander Road from the junction with the Retail Park Roundabout	196 metres	24hrs
X1203	Lysander Road	S	Pegasus Road to the Retail Park	125 metres	24hrs
N9607 (1)	Filton Avenue (northern section)	S	From Conygre Grove to the junction with the A4174 Station Road	Not available	24hrs
N9607 (2)	A4174 Station Road, Filton	S	Offside lane, from Filton Avenue to the Abbeywood Station access road	Not available	24hrs
X0920 (1)	Filton Avenue	N	Along Filton Avenue from Stanley Avenue	158 metres	24hrs
X0920 (2)	Filton Avenue	N	Along Filton Avenue from Mackie Road	11 metres	24hrs
X2032E	Filton Avenue	S	Along Filton Avenue from Conygre Grove to the junction with the A4174 Station Road	Not available	Mon - Fri - 07.00 to 10.00 and 15.00 to 19.00
X1336	Highwood Road, Patchway	SW	Along Highwood Road from Callicroft Road	182.2 metres	24hrs
X1334 (1)	Highwood Road, Patchway	SW / NE	Coniston Road (access to Charlton Hayes) - Highwood Road between Durban Road and Charlton Boulevard	Not available	24hrs
X1334 (2)	Highwood Road, Patchway	SW / NE	Highwood Road between Coniston Road and Charlton Boulevard	Not available	24hrs
X0617	Highwood Road, Patchway	NE	Along Highwood Road from Durban Road	300 metres	24hrs
X0219	Moravian Road, Kingswood	N	Leading to the junction with Regent Street	Not available	24hrs
X0906	New Road, Stoke Gifford	SE	From Swallows Court to the junction with Brierly Furlong	21 metres	24hrs
X0820	A4018 Cribbs Causeway, Almondsbury	NE	From Cribbs Causeway / Lysander Road Roundabout to the junction with the roundabout	Not available	24hrs
X0820	A4018 Lysander Road	NE	A4018 / Lysander Road Roundabout in an anti-clockwise direction around the roundabout	34 metres	24hrs
X9817	B4055 Cribbs Causeway	NE	Along Cribbs Causeway from Wyck Beck Road	Not available	24hrs
X1232	Long Mead, Stoke Gifford	S / SE	From the junction with Long Down Avenue to the junction with Platts Wood	Not available	24hrs

X0035	Harry Stoke Road	E	Length of Harry Stoke Road extends from Junction with Filton Lane	275 metres	24hrs
X0220	Regent Street and Two-Mile Hill Road	W	Length of Regent Street and Two-Mile Hill Road, Kingswood, which extends from its junction with Moravian Road to its junction with Blackhorse Road	Not available	24hrs
X1639 (1)	A4174 Ring Road - metrobus- Zone 3	E	Along the A4174 from the western kerbline with the B4058 Bristol Road junction (after the Hambrook junction)	56 metres	24hrs
X1639 (2)	A4174 Ring Road - metrobus - zone 3	E	Along the A4174 from the eastern kerbline with the B4058 Bristol Road (leading to the Hambrook junction)	200 metres	24hrs
X1639 (3)	A4174 Ring Road - metrobus - zone 3	NE	Along the A4174 from 289m NE of the Bromley Heath Road junction	480 metres	24hrs
X1639 (4)	A4174 Ring Road - metrobus - zone 3	NE	Along the A4174 from 994 NE of the Bromley Heath Road junction (towards Wick Wick roundabout)	148 metres	24hrs
X9819	A4174 Hambrook	W	Along the A4174 from the Bromley Heath roundabout to the M32 J1	Not available	24hrs
X1704 (1)	Stoke Gifford Transport Link (SGTL) - metrobus Zone 2	S	Along the SGTL from Parkway North Roundabout	254 metres	24hrs
X1704 (2)	Stoke Gifford Transport Link - metrobus Zone 2	SW	Along the SGTL from near the Hambrook Lane junction	610 metres	24hrs
X1704 (3)	Stoke Gifford Transport Link - metrobus Zone 2	NE	Along the SGTL from 152m SW of the Hambrook Lane junction	138 metres	24hrs
X1704 (4)	Stoke Gifford Transport Link - metrobus Zone 2	N	Along the SGTL from NE of the Hambrook Lane junction	538 metres	24hrs
X1704 (5)	Stoke Gifford Transport Link - metrobus Zone 2	S	The third lane from the A4174 junction	17 metres	24hrs
X1123	Hayes Way, Patchway	W	From the Gloucester Road junction (A38) to the Concorde Roundabout	73.4 metres	24hrs
X1151	Emersons Green	E	Bus gate, Westerleigh Lane approach to Lyde Green Round roundabout	38 metres	24hrs
X0836	Almondsbury	N	Bus gate, Hickory Lane, junction with Hortham Lane	Not available	24hrs

Bus stop clearways

LIST(S) OF ALL EXISTING BUS STOP CLEARWAY TROs TO BE INSERTED WITH RELEVANT CONDITIONS AND RESPONSIBLE LHA TO FOLLOW

HOV lanes

Table xx: HOV lanes provided by North Somerset Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
	A369 Martcombe Rd	W	West of Rectory Way	627 metres	24hrs
	A370 Long Ashton Bypass		HOV 2+ lane	1431 metres	Mon - Fri - 07.00 to 09.30

As set out in paragraph 2.7 of the EP Scheme, North Somerset Council proposes to convert these HOV lanes to bus lanes.

Table xx: HOV lanes provided by South Gloucestershire Council

Order number	Road	Direction	Section of road	Length	Days and hours of operation
X0132	HOV lane: Coldharbour Lane	N	UWE to JCT with A4174. Varied by X1108	Not available	Mon - Fri 07.00 to 10.00 and 15.30 to 19.00
X1120	HOV lane: M32	W	To Coldharbour Lane on A4174	902 metres	24 hours
X1120	HOV lane: M32	E	To Coldharbour Lane on A4174	890 metres	24 hours
X0013	HOV lane: Bromley Heath	E	To Hambrook on A4174. Varied by X1024	Not available	Mon - Fri 07.00 to 09.30
X0129	HOV lane: Wick Wick	SW	To Bromley Heath on A4174	770 metres	Mon - Fri 07.00 to 09.30

Appendix 4 to the EP Scheme - Delegation of Relevant Registration Functions from the Traffic Commissioner for the West of England

Reliability and punctuality

The LTAs will have devolved to them the Relevant Registration Functions of the Traffic Commissioner at or soon after the start of the Enhanced Partnership. The LTAs will take a three-stranded approach to use of the powers in respect of punctuality and reliability:

1. Minimum acceptable levels of reliability (Table A)

2. Area-wide targets for punctuality in the BSIP (Table B)
3. Focus on services that are significantly below the area-wide targets

1. Minimum acceptable levels of reliability (Table A)

The EP aims to deliver a significant improvement in service reliability, by working with and potentially enforcing standards of reliability within the control of Bus Operators. The LTAs' investment in Facilities will also support Bus Operators to reduce lost mileage related to traffic congestion. Bus Operators will take action to reduce lost mileage owing to causes within their control, as follows:

Table A: Reliability Standards

Financial Year	% of total registered mileage lost owing to factors within the control of Bus Operators
2022-23	4
2023-24	3.5
2024-25	3
2025-26	2.5
2026-27	2

To inform monitoring, Bus Operators will provide the LTAs from a date to be notified with a monthly statement of the following reliability information for each route, comprising:

1. Total scheduled mileage operated per route
2. Lost mileage within control of Bus Operator: Total scheduled mileage not operated per day, classified into causes owing to (i) staff shortage (establishment); (ii) staff absence and sickness; (iii) vehicle shortage; (iv) mechanical failure; (v) accident damage; (vi) other causes
3. Lost mileage related to traffic delays: Total service mileage not operated per day owing to traffic congestion.

The LTAs will review their approach to monitoring, including greater use of RTI as the system is extended. Where reliability owing to reasons within the control of a Bus Operator falls below acceptable standards, the Bus Operator in question will prepare, in reply to a written request from the LTAs, an Action Plan setting out the steps to be taken to improve and maintain reliability standards. Where appropriate, customer feedback should also be used to inform the Action Plan. The LTAs and LHAs will assist and support the development of the Action Plan and provide feedback on the issues and actions identified.

Where appropriate, a Joint Action Plan will be prepared addressing both reliability and punctuality of a particular service where all parties agree it would be beneficial to do so (see Section 3 below).

The enforcement approach to be taken is set out in Section 4 below.

2. Area-wide targets for punctuality in the BSIP (Table B)

The LTAs have set a long-term target in the joint BSIP to achieve 95% punctuality by 2030. To demonstrate progress toward the target, the partners will adopt the following targets for punctuality in intermediate years:

Table B: Punctuality targets

Financial Year	% of all buses on time* in the EP Area
2022-23	81
2023-24	82
2024-25	83

2025-26	85
2026-27	87

* Using the TC's definition of "on time" as no more than 5 minutes late or 1 minute early

It has been assumed that improvements will become more evident when the infrastructure programme has been delivered and its benefits on bus services become evident.

On an area-wide basis, Bus Operators will be monitored against the targets in Table B, subject to a review of performance each year, and changes made using the Bespoke Variation Arrangements. Bus Operators, the LTAs and the LHAs will work together to develop proposals to improve and maintain progress towards these targets.

The LTAs, in co-operation with Bus Operators, will monitor punctuality every month using the RTI system. The approach to monitoring will be kept under review.

The overall approach will be to focus on areas of worst performance in the first instance. The principle will be to work collaboratively and consider the potential of new Facilities, Measures and timetable changes prior to any enforcement of minimum acceptable standards in such areas. This does not preclude the use of other interventions across the network where such interventions have delivered demonstrable improvements in punctuality. The approach to enforcement is set out in Section 4 below.

3. Focus on services that are significantly below the target levels

The LTAs and Bus Operators will work collaboratively to identify those services that are consistently measured as more than 5% below the target for two consecutive months. In some instances, the LTAs may agree with a Bus Operator that a higher threshold would be appropriate for their Local Services.

In respect of Local Services for which punctuality has fallen below the current or agreed threshold, a Joint Action Plan will be prepared by the LTAs, LHAs and relevant Bus Operators, identifying the potential actions and timescales that each party can take to improve punctuality. Each party will meet regularly to consider the actions taken and review further punctuality data as it becomes available. The aim will be to develop a collaborative approach which addresses problems and avoids the need for enforcement. The approach to enforcement is set out in Section 4 below.

4. Enforcement

The underlying principle of the Enhanced Partnership is that Bus Operators, LTAs and LHAs work collaboratively to deliver improvements, address problems as they arise, and jointly agree actions that each partner can take to achieve the long-term objectives. It is expected, therefore, that enforcement action would only be taken in exceptional circumstances or when there is clear and persistent failure by an operator to take the appropriate actions to meet the requirements of the EP Scheme.

Where the LTAs have Relevant Registration Functions delegated to them, the arrangements outlined below shall apply to registrations for relevant Local Services.

The partners will agree minimum acceptable standards of punctuality and reliability for the EP Area, or the various parts of it, in accordance with the standards set out in the Senior Traffic Commissioner's Statutory Document no. 14 (Local Bus Services in England (outside London) and Wales). The LTAs will monitor compliance with the agreed standards.

If a Bus Operator should fail to comply with any of the Requirements in Section 3 of Appendix 4 to the reasonable satisfaction of the LTAs or if a Bus Operator should fail consistently to meet the agreed standards for punctuality and reliability, then the LTAs shall be entitled to serve a written Improvement Notice on the Bus Operator.

The Improvement Notice will detail the failure to comply with the Requirements or meet the agreed punctuality and reliability standards with sufficient detail as the Bus Operator may require to enable the Bus Operator to understand and identify the alleged failure(s).

The LTAs may also, at their discretion, invite the Bus Operator to participate in discussions about any specified failures before an Improvement Notice is issued. Given the collaborative approach envisaged in the Enhanced Partnership, this is the most likely initial course of action.

If an Improvement Notice is served on a Bus Operator which, in the opinion of the Bus Operator (acting reasonably) is factually inaccurate, is unfair or unreasonable, or has been issued in error, the Bus Operator shall be entitled to provide evidence to support their claims. The Bus Operator may also request a face-to-face meeting with the LTAs to discuss the evidence and make representations in person. The parties shall meet as soon as reasonably practicable and discuss the Improvement Notice and the Bus Operator's concerns in good faith. If the LTAs are of the view that the Bus Operator's concerns are valid, they shall withdraw and cancel the Improvement Notice with immediate effect.

The Improvement Notice shall state on its face that it is an Improvement Notice and shall set out the actions which the LTAs require the Bus Operator to take (acting reasonably) to ensure that the Requirements or agreed punctuality and reliability standards are met, do not occur again, and the reasonable timescales within which the Bus Operator is to effect such actions. The Bus Operator shall use all reasonable endeavours to comply with the terms of the Improvement Notice.

In the event that the Bus Operator fails to remedy an Improvement Notice within the specified timescales without reasonable excuse, the LTAs shall endeavour to engage further with the Bus Operator but, as a last resort, reserve the option to cancel the local bus service registration. In some instances, where the LTAs believe that wider enforcement action should be taken against a Bus Operator - for example because there has been widespread failures to operate Local Services in accordance with their registered particulars - they can pass the case on to the Traffic Commissioner, who can consider using his wider powers to put conditions on the Operator's Licence or use the powers in Section 155 of the 1985 Act. This means that the overall enforcement powers in the EP Area are the same as elsewhere.

In arriving at a decision regarding the issuing of an Improvement Notice or cancelling a Local Service registration or referring a Bus Operator to the Traffic Commissioner, the LTAs will take into account the effects of any agreed scheme or improvement which was anticipated to have a beneficial effect on the Bus Operator's operations, but which has not been delivered or materialised, to the extent that the delivery of such scheme or improvement was outside the Bus Operator's control.

Appendix 5 to the EP Scheme - Competition Test

Schedule 10 to the 2000 Act contains a Competition Test which applies where LTAs develop EP schemes.

There are three distinct stages to the Competition Test:

- 1 *An assessment of whether the proposed scheme has, or is likely to have, a significantly adverse effect on competition -*

If it does not have such an effect, then the competition test will be satisfied. If, however, it does have a significantly adverse effect on competition, or is likely to have such an effect, the second and third stages below must be considered.

2 *An assessment of whether a scheme which has a significantly adverse effect on competition may be justified -*

A scheme may be justified if it is set up with a view to achieving one or more of three specific purposes as follows:

- (i) securing improvements in the quality of vehicles or facilities used for or in connection with the provision of local services,
- (ii) securing other improvements in local services of benefit to users of local services, and
- (iii) reducing or limiting traffic congestion, noise or air pollution.

3 *An assessment of whether the significantly adverse effect is, or is likely to be, 'proportionate' to the achievement of the purpose or purposes of the scheme -*

Proportionality in this respect is explained in Schedule 10 to the 2000 Act.

In respect of the West of England EP Scheme, the LTAs have carried out a Competition Test and concluded that:

- 1. the imposition of Route Requirements is likely to have a significantly adverse effect on competition;
- 2. a significantly adverse effect can be justified in this respect because it will limit traffic congestion, noise and air pollution;
- 3. the significantly adverse effect is proportionate to the achievement of the objectives of the scheme.

Appendix 4 - Features of Enhanced Partnership

- 1 The Bus Services Act 2017 updated previous legislation on partnerships between local transport authorities (LTAs) and bus operators, and it created a new model called an Enhanced Partnership (EP).
- 2 An EP is an agreement between the LTA and local bus operators to work together to improve local bus services. It includes a clear vision of the improvements that the EP is aiming for (an EP Plan) and accompanying actions to achieve them (set out in one or more EP Schemes). It must have the support of a majority market share of local bus operators - and any relevant highway authorities if it includes measures related to traffic regulation orders, parking enforcement etc.
- 3 An EP Plan must include an analysis of the current market, the impact of congestion and local passengers' experiences. It must set out what interventions are needed to improve local bus services, but it is basically a framework within which EP Schemes can be delivered as and when funding becomes available. Much of this content is also required for the Bus Service Improvement Plan.
- 4 An individual EP Scheme can set requirements that all bus services operating in the area, whether new or existing, must meet. Those requirements may include vehicle age and standards, livery and local branding, common ticketing zones and fares conditions, standard discounts for groups such as children, students, jobseekers etc, prices of multi-operator tickets and co-ordination of timetables.
- 5 An EP Scheme cannot regulate fares set by individual operators nor can it require an operator to operate loss-making services.
- 6 An individual EP Scheme does not have to contain commitments by the LTA, but it is highly unlikely that it would receive support from bus operators if it did not. The requirements on an LTA may include provision of new bus stop infrastructure, new bus priority measures, marketing campaigns to promote bus services, changes to parking provision and enhanced enforcement, commitments to restrict roadworks on key bus corridors and application to Government for powers to enforce moving traffic offences. Many of these features are within the gift of the highway authorities so their involvement in an EP is essential.
- 7 There is no prescribed model for governance of an EP but there is a statutory process to follow for amendments and additional EP Schemes. Government recommends that an advisory stakeholder forum be set up – possibly with an independent chair – to facilitate open discussion about current deficiencies in the market.
- 8 The only active EPs have been made by Hertfordshire County Council and the West Midlands Combined Authority. They both took two years to bring to fruition, but Government has challenged other LTAs to develop theirs in nine months, to be completed by April 2022.
- 9 Government published updated guidance on EPs in July 2021. It strongly recommends that the initial EP should “memorialise” all existing agreements such as quality partnership schemes, voluntary partnership agreements, traffic regulation conditions, current expenditure on bus service support, traffic regulation orders for bus priorities, bus shelter maintenance expenditure etc.

North Somerset Council

Report to the Council

Date of Meeting: 12/07/2022

Subject of Report: BSIP Commissioning Plan

Town or Parish: All

Officer/Member Presenting: COUNCILLOR STEVE HOGG, THE EXECUTIVE MEMBER RESPONSIBLE FOR HIGHWAYS AND TRANSPORT

Key Yes

Reason: the spend exceeds £500,000 and affects two or more wards.

Recommendations

It is recommended that the BSIP (Bus Service Improvement Plan) commissioning plan be approved to proceed in order to minimise delays to the implementation of the schemes.

1. Summary of Report

- 1.1 On the 04/05/2022 the DfT awarded North Somerset Council an indicative award of £47.8 million in capital funding, to spend entirely on bus priority schemes within North Somerset over the next 3 years. This award once confirmed will enable the council to rapidly transform the efficiency and effectiveness of bus services across the North Somerset area, by delivering;
- Bus traffic signal priority along all the key bus routes or delay hotspots.
 - 18 bus priority schemes
 - 4 renewed bus interchanges in our key towns
 - Investment in circa 500 new modern bus shelters
 - Kickstart investment in Electric buses and rapid charging facilities.
 - Integration of cycling facilities at key bus stops.
- 1.2 The indicative funding is currently subject to a final DfT outline review of the proposed schemes which is expected to conclude in June 2022, and result in the release of the funding in the early Summer, as part of this review the DfT are asking us to expedite the delivery of some of the simpler schemes in the current financial year. It is therefore

requested that this commissioning plan be approved at the 08th July 2022 Full council to enable the council to produce a detailed procurement plan and commence the timely delivery of the schemes.

- 1.3 The council will need to mobilise and approach the market in advance of the Autumn and select delivery partners to supplement internal resources. Given the many demands on internal resources at present, and the significant size of the award / proposed program of works, it is acknowledged by the Place Directorate Leadership Team that external resources will be required to deliver these schemes, many of which are readily available on industry standard tried and tested frameworks.
- 1.4 Early engagement with suppliers is also critical to successful delivery due to supply chain inflation and disruption, meaning schemes will cost more and potentially reduce the amount of schemes benefiting residents if we fail to accelerate the procurement processes.
- 1.5 The supply of bus shelters and public transport street furniture are not thought to be available on frameworks, these will require new tenders to secure suppliers due to the significantly increased volumes and combined costs.
- 1.6 NSC will ensure that specifications are aligned with the WECA bus stops design guide, and that tenders are inclusive of our neighbouring authorities in WECA, to ensure that any products purchased are consistent in look and feel across the region's bus network.
- 1.7 The outline timescales for the BSIP projects are:
 - Initial DfT grant review May 2022
 - Final Grant Approval Summer 2022
 - Grant Receipt Summer/Autumn 2022
 - Initial Schemes Design/Development Summer 2022
 - Procurement Summer 2022 – Spring 2023
 - Scheme mobilisation Autumn 2022
 - Works commence Autumn 2022
 - Detailed design of all other schemes 2023
 - Works complete Spring 2025

2. Policy

- 2.1 The outline BSIP package supports the following Core Strategies:
 - To be a carbon neutral council and area by 2030
 - A transport network which promotes active, accessible, and low carbon travel
- 2.2 The BSIP plan and funding will enable the council to expand its public transport network with efficient, cost-effective mass transit options benefiting all areas of North Somerset and its residents, by providing a genuine sustainable alternative to the use of private vehicles to access Education, Health, Employment, and socially necessary trips.

3. Details

- 3.1 The BSIP capital schemes are focused on providing Bus priority schemes on three key corridors in North Somerset, consisting of the A38, A369 and A370, Worle, Clevedon, Portishead and Nailsea will also have renewed bus interchanges, reflecting the improvements recently made in the centre of W-s-M town.
- 3.2 The size of the overall package of works will require multiple routes to market. The Public transport team have held commissioning scoping meetings with procurement colleagues, and highways engineering teams in May 2022. These meetings have defined suitable approaches to market reflecting the nature of the products and services we require, these will either be;
- The use of existing term contractors / dynamic purchasing systems,
 - Local / National frameworks (mini competition/direct award)
 - New open tenders.
- 3.3 **Framework 1 Outline Scheme Designs**
The preferred approach is to use the 'Professional Services - Engineering/Design (Option 2: WECA Consultants), these are readily available on the Professional Services Framework from WECA. Mini competitions will be used with an anticipated value of circa £60k. the timescales are July 2022- July 2023
- 3.4 **Framework 2 Bus Priority Schemes x18,**
The preferred approach is to split the 18 schemes into packages of 3-5 schemes per lot and seek a design and build contractor via a framework. The value of each package will be determined by the outline Scheme designs in framework 1. The overall value is expected to be £36 million. The timescale to secure these are July 2022- July 2023.
- 3.5 **Framework 3 Town interchange improvements**
The interchange improvements will require more in depth consultations to incorporate place-making and final mile integrations. The expected approach is a public engagement lead design and build approach. The value is expected to be circa £4 million. The timescale to secure these works are Summer 2023 – Autumn 2024.
- 3.6 **Professional Services including employers agent**
The council will require professional services to manage the scheme delivery, which due to the intensity of the schemes will result in multiple packages of works occurring at the same time. The anticipated range of spend is £1m to £5m depending on the complexity of the schemes and final program. The timescale to secure the services are Autumn 2022 – Summer 2023.
- 3.6 **Bus shelter / street furniture Tenders**
The council does not currently have access to a contract or framework for the supply of the necessary street furniture, such as bus stops, flags and poles etc. The proposal is to

research any suitable frameworks or competitively tender for the Direct supply of goods as required. The timescale for supply is Winter 2023.

3.7 Bus shelter street furniture Maintenance Tender

The council requires a contract to manage the estate, to prevent deterioration of the assets and to maintain a professional and attractive shop front for public transport services. This is anticipated to be paid for with income from advertising concessions, revenue budgets and any return on investment from bus priority measures. The timescale for services is Autumn 2022, the expected annual cost is anticipated to be £200k per annum, we are seeking a 5-year contract initially.

3.8 Electric buses Tender

The council will invest in electric buses on its supported bus network to reduce overall contract costs, this will be supported by a rapid charger facility in the W-s-M interchange. There is a limited market for these vehicles, initially we will seek to use national frameworks or attract external match funding in partnership with bus companies, a sole supply may be required for specialist equipment. The anticipated timescales are Autumn 2022 for the rapid charger facility costing circa £200k, and summer 2023 for the buses costing circa £1.5m with a useful life of 15 years.

3.9 Existing Contracts

The council has access to term contracts for the supply of Highways Electrical installations, real time information systems negating the need to do additional procurement in these areas of spend. We will also seek to use the existing highways term contractor resource permitting to deliver appropriate schemes.

4. Consultation

- 4.1 The guidance from the DfT sets out that the BSIP will need to be 'developed in collaboration with bus operators; and other stakeholders such as bus users, service provider and local business groups should also be consulted' and that overall, the BSIP should 'be developed by LTAs in collaboration with local bus operators, community transport bodies and local businesses, services and people'.
- 4.2 The council needs to approve the procurement commissioning plan as a critical step towards meaningful consultation, by enabling the procurement of Professional services to produce the outline and detailed design stages of our outline schemes. The outline plans will enable us to formally consult with members and residents on the impacts and designs of each scheme.
- 4.3 The high-level objectives of the BSIP have been discussed at scrutiny but not to a detailed design stage. The regular engagement and consultation processes will need to be followed to finalise the detailed design for each scheme.
- 4.4 Due to the number of cross-border services across the West of England, we will work with WECA to develop a consistent consultation package on our BSIP to ensure that we engage with the above identified stakeholders closely, and within the timescales to deliver the schemes by 2025.

- 4.5 The Detailed procurement plans will require soft market testing events with existing and new potential suppliers to ensure that the volume of work we require can realistically be delivered with our resources.

5. Financial Implications

- 5.1 The Commissioning plan covers the capital spend of £47.9 million, which once accepted from the DfT, along with the additional NSC/WECA joint revenue spend of £57 million, should enable a swift delivery of projects.

6. Funding

- 6.1 The BSIP award (subject to acceptance) will provide funding to cover all the commissioning plan contracts detailed, this includes enough to mitigate expected inflationary increases. The value of the award is expected to be £47,983,473.
- 6.2 The total estimated value of the contracts to be awarded is circa £44.8 m and is broken down in Table 1 below.

Contract	Value	Term	Extension	Annual Contract Value	Procurement process commences	Contract award
Initial 2022 schemes design and build	£200k	2yrs	0yrs	£200k	June 2022	July 2022
Professional contract Specification Support Services	£150k	3yrs	2yrs	£50k	June 2022	July 2022
Professional Services - Remaining Detailed Design (and Employer's Agent)	£500K	3yrs	2yrs	£165k	July 2022	Spring 2023
Detailed design and build	£34.1M	3yrs	2yrs	£11.7m	July 2022	Autumn 2023
Nailsea, Clevedon, Portishead & Worle Interchanges	£4M	3yrs	2yrs	£1.3M	Autumn 2022	Spring 2023
Traffic Signals	£500k	3yrs	2yrs	£165k	Existing term contractor	Immediate
WSM EV charger	£150K	1yrs	0yrs	£2k	Autumn 2022	Spring 2023
Bus Shelter	£4.5M	3yrs	7yrs	£1.5M	Autumn 2022	Spring 2023
Public transport Street furniture	£500k	3yrs	7yrs	£165k	Autumn 2022	Spring 2023
Cycle Stands / Lockers	£150k	3yrs	7yrs	£50k	Autumn 2022	Spring 2022
Electric buses	£1.5M	3yrs	7yrs	£500k	Autumn 2022	Spring 2023

RTI / Solar	£1.5M	3yrs	7yrs	£500k	Existing Term Contractor	Spring 2023
£47,75M						

6.3 Future Approval Requirements;

Contract	Procurement Plan	Contract Award
Initial 2022 schemes design and build	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Professional contract Specification Support Services	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Professional Services - Remaining Detailed Design (and Employer's Agent)	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
Detailed design and build	Executive Member advised by Director and Head of Strategic Procurement	Executive Member advised by Director and Head of Strategic Procurement
Nailsea, Clevedon, Portishead & Worle Interchanges	Executive Member advised by Director and Head of Strategic Procurement	Executive Member advised by Director and Head of Strategic Procurement
Traffic Signals	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
WSM EV charger	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Bus Shelter	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.
Public transport Street furniture	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Cycle Stands / Lockers	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
Electric buses	Executive Member advised by Director and Head of Strategic Procurement	Director, as advised by S151 Officer and head of procurement.

RTI / Solar	Director, as advised by S151 Officer and head of procurement.	Director, as advised by S151 Officer and head of procurement.
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7. Legal Powers and Implications

- 7.1 North Somerset Council are both the highway and transport authority and so have the legal powers to amend the highway and transport network, under the Council's powers as Local Highway Authority (Highways Act 1980). The proposed schemes sit within the councils adopted highways.

8. Climate Change and Environmental Implications

- 8.1 The improvements to bus services are an integral step in meeting our local 2030 climate emergency improvements, and the national 2050 de-carbonisation plans, by providing cost effective alternatives to the use of privately owned vehicles. The plans include the kick start of electrification of local bus services, and Taxis, with the installation of critical infrastructure and the investment in the local bus fleet to eliminate harmful emissions, and transition to a sustainable form of propulsion.

9. Risk Management

- 9.1 The council has included significant headroom for contract inflation, given the current climate of supply disruption and risk aversion.
- 9.2 Procurement risks are identified below;

Opportunity	Early approval of the commissioning plan will bring programme savings and help de-risk design and delivery.
Risk	Mitigation
Non-compliant procurement	Ensure during procurement development phase disciplines from both procurement and legal are involved fully in plan development and contract commissioning to ensure compliance with all statutory legislation.
Poorly specified product requirements	Engage with end users and specifiers to ensure product meets requirements which are built into contract specifications. Engage Specialist via Professional Services Framework to support officers.
Poor Market Intelligence	Continue to engage with market to understand current appetite for risk and to build client intelligence on prevailing market conditions.

- 9.3 The Public transport team will use the recent experiences of colleagues in the procurement team along with the major projects team, and the highways maintenance teams to manage and engage with the correct suppliers to mitigate risks.

10. Equality Implications

- 10.1 The commissioning plan is directly related to the joint NSC and WECA BSIP plan adopted in 2021, and the associated Equalities Impact Assessment, noting that the provision of bus services is an integral part of providing socially necessary travel to all. Individual schemes implemented because of adopting the BSIP funding will be assessed as appropriate with detailed design and consultation.

11. Corporate Implications

- 11.1 The procurement plan will enable the council to produce detailed designs, as part of the process we will capture and link opportunities to install complimentary sustainable travel alternatives such as first and last mile solutions, improved public realm and place making etc. The council are revising the structure of the public transport and engineering resources to facilitate the effective delivery of the projects. There is a tandem workstream to strategically enable joint working with WECA, to implement effective delivery of the schemes in coordinated manner.

12. Options Considered

- 12.1 The alternative options are to delay the procurement processes resulting in delays to the implementation of scheme delivery, or reject the funding from DfT, either option would render our BSIP and commitments to the national bus strategy as unachievable.

Author:

Carl Nicholson, Integrated Transport Unit Manager.

Appendices: None

Background Papers:

Report to the Executive 22/06/2022, Update on the Bus Service Improvement Plan indicative funding settlement and delivery, including revised Bus Enhanced Partnership implementation.