

<b>Meeting Title:</b>	<b>Southampton Enhanced Partnership Board – Notes of Meeting</b>	
<b>Date:</b>	<b>28<sup>th</sup> April 2023</b>	
<b>Time:</b>	<b>14.00-15.30</b>	
<b>Location:</b>	<b>Executive Conference Room, Civic Centre, Southampton</b>	
<b>Attendees:</b>	<p>Cllr Eamonn Keogh, SCC Cabinet Member for Transport &amp; District Regeneration (Chair);  Adam Wilkinson, SCC Interim Executive Director Place;  Pete Boustred, SCC Head of Transport &amp; Planning;  Andrew Wickham, Go South Coast Managing Director;  Richard Tyldsley, Go South Coast Commercial Manager;  Bob Rackley, First Bus, Interim Commercial Manager;  Iain Steane, SCC Transport Policy &amp; Sustainable Travel Manager (non-voting);  Emma Baker, SCC Strategic Transport Planner (non-voting)</p>	
<b>Apologies:</b>	James Eustace, First Solent Commercial Manager;	
Ref	Agenda Items	Presenting
1	<b>Welcome &amp; Introductions</b> Cllr Keogh welcomed everyone to the first Southampton Enhanced Partnership Board meeting and introduced all. Bob Rackley was attending in place of James Eustace for First Solent.	<b>Cllr Keogh</b>
2	<b>Round Table Update</b> All parties provided a statement on their position and set out their priorities for the Enhanced Partnership, including: <ul style="list-style-type: none"> <li>updates on the national £2 flat fare scheme;</li> <li>GSC also provided updates on the Bluestar network expansion and planned investment, including fleet upgrades and Empress Road bus depot;</li> <li>General bus patronage has largely returned to 2019/20 levels, the number of concessionary fares passengers/trips is still well below 2019/20 levels; and</li> <li>SCC has been reiterating the city's EP/BSIP ambitions to the DfT, including how we are collectively working together to grow bus patronage following the network changes and whilst navigating financial challenges.</li> </ul> GSC also praised all individuals involved in supporting the network changes and thanked them for their exemplary support during the takeover. SCC also thanked both bus operators for the smooth transition of CityRed routes to Bluestar, particularly communication with Residents and the Council.	<b>All</b>
3	<b>Enhanced Partnership Board Governance</b>	<b>All</b>

	<p>a. <i>Membership of Enhanced Partnership</i> – the proposed membership of the Board was <u>agreed</u>, and that Hampshire County Council (HCC) would also be added to invites as a non-voting member;</p> <p>b. <i>Terms of Reference</i> - for the EP Board were discussed, <u>broad agreement but it was requested</u> that Strategic Working Group should review the proposal for a 'Chair's casting vote' and provide an updated Terms of Reference at the next meeting. The rationale for removing the 'casting vote' is that the EP is a collaboration between the Council and Bus Operators and therefore a 'casting vote' should not be needed;</p> <p>c. <i>Administration</i> - standard Agenda items, EP Officer recruitment – IS &amp; EB set out the administrative arrangements and update on EP Officer recruitment process.</p> <p>An Action Log has been created (appended to these notes) which with progress discussed at each Board Meeting.</p> <p>Noted that due to the commercially sensitive nature of some bus data, some Enhanced Partnership Board minutes may need to be redacted before being publicly available on the Connecting Southampton website.</p>	
<b>4</b>	<b>EP Motions for Approval</b>	<b>IS/EB</b>
	<p>a. <i>Strategies &amp; Priorities for first 6 months</i> – work programme presented and <u>agreed</u>.</p> <p>b. <i>Establishment of and priorities for Working Groups</i> – scope of the Strategic Working Group presented – <u>agreed</u> - with inclusion of car parking and large planning applications into Working Group scope;</p> <p>c. Overarching Non-Disclosure Agreement – <u>agreed</u>;</p> <p>d. Planned Timetable Change Windows – <u>agreed</u> as dates of twice annual timetable changes of the middle two weeks of February and September</p> <p>e. Hampshire and Southampton Passenger Charter - <u>approved</u>, and a discussion took place on where to promote the Charter, including on websites, at bus stops/shelters and on bus maps;</p> <p>f. Temporary Euro VI Derogation – agreed until 31 March 2024.</p> <p>g. Enhanced Partnership Communications</p>	
<b>5</b>	<b>Enhanced Partnership Communications</b>	<b>All</b>
	<p>Marketing and communications proposals for the next six months were outlined, including:</p> <ul style="list-style-type: none"> <li>• comms and consultation around planned TCF works – Western Corridor, Portswood, Central Station, &amp; Albion Place;</li> <li>• national and local fares and ticketing campaigns; and</li> <li>• the joint Concessionary Fares campaign, which is being developed with bus operators and Hampshire County Council and could be promoted on NHS prescription bags and on local radio stations.</li> </ul>	
<b>6</b>	<b>Dates of EP Board Meetings</b>	
	<ul style="list-style-type: none"> <li>• 19 July 2023 11:00, Empress Road</li> <li>• 20 October 2023, TBC</li> <li>• 18 January 2024, TBC</li> </ul>	
<b>6</b>	<b>AOB</b>	<b>ALL</b>
Date of next meeting: <b>19<sup>th</sup> July 2023</b>		

## ENHANCED PARTNERSHIP ACTION LOG

MEETING DATE	ITEM	RESPONSIBLE	ACTION	STATUS
28/04/2023	3	SCC	To finalise EP Governance as agreed under Item 3 as well as: <ul style="list-style-type: none"><li>• reviewing the proposal for a Chair 'casting vote' and update the EP Board on the counter proposal to remove the 'casting vote' at the next meeting; and</li><li>• involving GSC in the candidate selection process when recruiting the EP Lead post.</li></ul>	In-progress
28/04/2023	4	SCC	To implement the motions agreed under Item 4, including: <ul style="list-style-type: none"><li>• incorporate agenda items on car parking policy and large planning applications into the EP Working Groups; and</li><li>• provide an update on bus priority systems and journey times along key corridors at next EP Board meeting in July.</li></ul>	In-progress
28/04/2023	6	GSC	To host next Enhanced Bus Partnership Board meeting in July 2023. SCC to liaise with GSC to organise.	In-progress
28/04/2023	AOB	SCC	To prepare a letter to MPs lobbying for continued investment in buses to support national/local priorities.	In-progress