

**UTTLESFORD TRANSPORT FORUM
MINUTES OF MEETING HELD ON 24 JULY 2008 AT DISTRICT COUNCIL
OFFICES, HIGH STREET, GREAT DUNMOW, ESSEX**

THOSE PRESENT

District Councillors Elizabeth Bellingham-Smith, Catherine Dean and Mark Lemon, Sue Locke, Murray Hardy and Jeremy Pine (UDC), Wendy Jackson (ECC), David Corke and Paul Garland (Sustainable Uttlesford), Peter Blanchard (Walden Travel / CPT Essex), Sue Mayer (UALC), Kris Radley (RCCE) and David Rose (UCT).

1. APOLOGIES FOR ABSENCE

1.1. Apologies were received from Councillors Keith Eden and Jackie Cheetham, Sean Bailey (PCT), Barry Drinkwater (ULODA), Steve Mills (BAA), Richmonds Coaches and Chris Stoneham (ECC).

1.2. Councillor Mark Lemon chaired the meeting in Councillor Keith Eden's absence.

2. MINUTES OF THE PREVIOUS MEETING

2.1. These were received, confirmed and signed by the Chairman as an accurate record.

3. ACTION ARISING FROM THE PREVIOUS MEETING

3.1. In relation to Minute 5.7, the number of buses will be re-established after the review.

3.2. The meeting anticipated in Minute 5.14 did not take place as it was not established practice to hold one-to-one meetings. The review had taken up a lot of time.

3.3. Re Minute 5.17, Catherine Gaywood had now changed jobs within ECC. Timetable information as in Chelmsford would be rolled out elsewhere. There was one set of information in a rural style, one in an urban style. Catherine Dean asked about the roll out programme. **Jeremy Pine to invite Robin Wheatcroft to the next Forum meeting.**

3.4. Re Minute 7.1, Murray Hardy had attended the Carnival de-brief. There had been very few complaints. The Carnival would reconvene in 3 years.

3.5. In relation to Minute 11.1, Wendy Jackson said that Uttlesford's consideration of a 09:00 start was on hold. Mark Lemon explained that a motion to last night's Full Council to start at 09:00 had been defeated. The issue would go to the Environment Committee in September, and to Finance and Administration re affordability. Peter Blanchard mentioned that there were certain services where concessionary fares are valid before 09:30 – these had been agreed in March. David Corke felt that the existing situation needed to be publicised. The town service couldn't be used before 09:30. **Uttlesford DC to consider a press release – Jeremy Pine to discuss with colleagues.** Wendy Jackson said that Colchester and Tendring were going

to 09:00 from August. It was proposed and seconded that the Forum should support Uttlesford's scheme starting at 09:00. The proposal was put to the vote and carried.

3.6. Paul Garland asked that the lines of communication between the Forum and the District Council be clarified at the next Forum meeting.

4. REVIEW OF BUS SERVICES IN UTTLESFORD - UPDATE

4.1. Wendy Jackson provided the update. ECC had a new Accessibility Planning Officer, Rachel Price, who could be invited to the next Forum meeting.

4.2. The review started in July 2007, but was behind schedule due to the amount of work involved. The proposals for the north of the district had been revisited because of the high cost. The main priority was schoolchildren. The proposals had been submitted to the Cabinet Member, and there was now a period in which the proposals could be called in. The proposals did not include an Audley End shuttle bus, because of the cost (£70,000). Overall, the proposals were costing £87,000 more than anticipated and required justification. Subsequent phases of the review in other parts of the district would follow.

Postscript: The proposals were not called in by the Cabinet Member, and a further Stand Off period of notification of the bus operators has ended. A copy of a memo from Wendy Jackson to Jeremy Pine is attached to these minutes, along with a copy of the relevant revised bus timetables.

4.3. Peter Blanchard was concerned that bus operators do not know who is to be doing school contracts from September. Service 92 had been discontinued, affecting the build up of pensioners who used the service. Schools traffic was very important to keeping rural services going.

4.4. Peter Blanchard explained that he was now operating his bus company at a loss due to the price of fuel. Large companies could hedge buy fuel in advance at 38p / litre. Small operators were not now taking any risks on new services because of the fuel price. David Corke said that operators needed to try to persuade the Government to alter the tax rebate. Paul Garland said that the Forum should ask the Government to look at the situation. **Peter Blanchard to draft a letter for Jeremy Pine to send to the DfT on behalf of the Forum asking for a response for the next meeting.**

5. ROLE OF THE FORUM WITHIN UTTLESFORD FUTURES

5.1. Paul Garland said that the situation remained as it was at the last meeting of the Forum. The suggestion was that the Forum, whilst retaining its current role, should also become the transport working group of Uttlesford Futures. This would require Forum representation on both the Futures Board and management group. Ideally, the Forum Chairman should sit on the Futures Board, with officer representation (preferably from ECC) on the management group. He explained that Uttlesford Futures had bought into national indicators set out in the LAA, which did give access to funding. **Paul Garland**

to draft a letter for Jeremy Pine to send on behalf of the Forum to the Chair of Uttlesford Futures setting out the Forum's proposal.

5.2. It was not considered that the role of the Forum should be extended to include highways matters.

6. AUDLEY END STATION

6.1. Jeremy Pine said that he had not had an update from ECC on the progress of the forecourt improvement works since the meeting that he attended at County Hall last January. He explained that Network Rail's planning application for a car park extension had been withdrawn to allow resubmission with a transport impact assessment.

6.2. Following a request from Sustainable Uttlesford that bus / rail link improvement issues be discussed, Jeremy Pine had written to contacts at Network Rail, National Express East Anglia and Cross Country Trains inviting them either to attend the October meeting of the Forum, or to send a vision statement which could be distributed to Forum members. So far only a response had been received from Cross Country Trains, who were willing to send someone from Customer Services. Jeremy Pine had agreed to forward a list of issues to Cross Country Trains in advance. He was not hopeful of a response from either Network Rail or National Express. Cross Country Trains appeared enthusiastic about making improvements to their Stansted Airport / Midlands service, which did bode well. **Jeremy Pine requested that Forum members let him know by the start of October of any matters they wanted raised, and he would continue to press for attendance from Network Rail and National Express.** David Corke immediately raised the issue of how changes to the 301 service would affect links with train services. He pointed out that Cross Country Trains were part of the Arriva group.

6.3. Sue Locke asked whether John Pope could attend the next Forum meeting to explain the work he did with Stansted Airport to improve local bus links.

6.4. Catherine Dean was concerned about the withdrawal by National Express of the Travelcard product from Stansted Airport. This had generated a deal of local controversy. Jeremy Pine said he was aware of the issue and had raised it at the recent meeting of the Rail Working Group at the airport, which he chaired. It was a commercial decision by National Express, but seemed to fly in the face of the airport being designated as a local transport hub in the Regional Transport Strategy. **Jeremy Pine would write to National Express on behalf of the Forum asking for an explanation of how this decision squared with the RTS.**

7. STANSTED AIRPORT GENERATION 1 AND 2 - GENERAL UPDATE

7.1. Jeremy Pine informed the Forum that the Secretary of State for Communities and Local Government had deferred making a decision on the G1 inquiry until at least the start of September. The reason for this was seeking further information on the necessity of a particular night noise

condition that had been proposed by UDC and BAA.

7.2. The G2 applications for the second runway had been called-in by the Government for determination by the Secretary of State. UDC was currently dealing with the administrative procedures relating to call-in. A public inquiry would be held, likely to start early in 2009. The Planning Inspectorate had proposed an inquiry start date of 13th January, which UDC would likely reject. The inquiry would comprise concurrent inquiries into the various applications for planning permission and listed building consent, highway and rail orders and compulsory purchase orders.

8. BUS / COACH STATION AT STANSTED AIRPORT - UPDATE

8.1. Steve Mills was absent, but after the meeting Jeremy Pine picked up the following information for inclusion in the minutes:

PTI Update: Works are progressing with the health and safety improvements and the scheduled bus and coach bays have been completed. The works on the other bays are continuing and are due to be completed by Oct 08. The entry barrier will be installed in the next 2 weeks to prevent cars from accessing the PTI area. The PA system for the PTI has been procured and is awaiting installation.

Real time information: A supplier has been appointed to deliver the RTI system – ACIS. This will be delivered in 2 phases – 1st phase, scheduled data – I am planning to have a summary screen installed before the Christmas period. 2nd phase, RTI data. There is an issue with the ECC system at the moment as they are out to tender to change supplier. We have to wait until their new system is up and running due to the fact that the Section 106 Agreement states that our system must be compatible to the ECC system. This is programmed for Spring 09 at present.

Full timetable information for local bus services is now supplied at each stop in the coach station.

Bus service update: The X30 will be introducing new vehicles as from 11th August 2008. 45 seat capacity, leather seats, Wi-Fi, DVD, aircon and fully DDA compliant. On journeys to the airport, a welcome DVD will be played approx 10 mins prior to arrival to take them through the airport process and help with wayfinding, check-in, security processes and shopping / eating opportunities. This service carries over 5,000 passengers / week.

Airdirect service to Ipswich is operating very well with passenger numbers above forecast. The DVD will also be played on this service.

BAA, ECC and Stansted Transit are to review the 133 service and look at how the service can be developed – early morning journeys / frequency improvements on Sundays / gap filling of timetable for consistent hourly service.

BAA Stansted was highly commended at the National Transport Awards for Partnership of the Year for the work of the Stansted Area Transport Forum. It was also awarded the Special Jury Prize for Mobility Management in a Large Company by the International Transport Forum.

9. ITEMS FOR NEXT AGENDA

9.1. David Corke was concerned about the accuracy of timetable information that appeared on the web, such as on Google Maps. He asked whether someone from ECC could attend the next meeting of the Forum to explain how this is being addressed.

9.2. It was also asked whether Gaynor Bradley from UDC could attend the next meeting as Lead Officer for Uttlesford Futures to briefly explain the LAA.

10. ANY OTHER BUSINESS

10.1. It was generally felt that the Forum needed more secretarial support. Jeremy Pine explained that the Forum had originally been set up as a UDC officer / Member initiative, and as a result had always stayed outside the UDC secretariat structure. He said he was finding it increasingly difficult to facilitate the Forum meetings on his own, particularly with Stansted G2 commitments increasing all the time. It was noted that details of Forum meetings and minutes were absent from UDC's website. **Jeremy Pine to speak with his Line Manager about obtaining secretarial back-up.** The Chairman thanked Jeremy Pine for the work that he did for the Forum.

10.2. Jeremy Pine said that he had received a complaint from a Dunmow resident about the lack of bus timetable information for the south of the district on the Sustainable Uttlesford website. **David Corke would contact the complainant to see if this was a disguised offer of help.**

11. DATE AND TIME OF NEXT MEETING

11.1. Thursday 23rd October 2008 at 10.00am in the Committee Room at the UDC offices in Great Dunmow.