



## **Board Meeting**

**Council Chamber, Civic Centre, Ebbw Vale**

**Friday 18<sup>th</sup> March 2011, 10.45am**

### **Agenda**

Apologies

1. Presentation - Newport Transport Strategy (Newport City Council)
2. Minutes of Board meeting on 11<sup>th</sup> February 2011 & matters arising
3. Business Plan 2011-12 Final Draft (Secretary / Programme Manager)
4. Regional Transport Plan – Delivery Plan 2011-12 (Chair of Programme Management Group and Secretary / Programme Manager)
5. Gwent & Vale of Glamorgan Stations Car Parking Assessment (Chair of Sewta Rail Working Group)
6. Electrification of the main line and Valley lines (Chair of Sewta Rail Working Group)
7. Regional Transport Plan – Capital Programme: 2010 – 11 (Chair of Programme Management Group and Secretary / Programme Manager)
8. Partner Updates
9. Consultation Report – for information purposes only
10. Date of Next Meeting – 17<sup>th</sup> June 2011



Board	Minutes
11 <sup>th</sup> February 2011	Location: Council Chambers, Vale of Glamorgan

**1. Minutes of previous meeting and any matters arising from the Board meeting of 24<sup>th</sup> September 2010.**

1.1 The minutes of the 24<sup>th</sup> September 2010 were accepted as a true record with no matters arising.

**2. Sewta Corporate Budget Half Year Report.**

MB introduced the report, saying that it was prepared for the Sewta Board meeting in December 2010, and that some of the information contained within, may be a little out of date, but that a verbal update would be given in those instances. He continued that going back to last summer, when the board agreed the budget for the year it was provisional, because we had not received confirmation of the revenue grant allocation from Welsh Assembly Government (WAG), which has now been confirmed. In the report, the half year spend on the revenue budget was 45%, and on Capital Programme Management spend is 35% of the total allocation. The report indicates that budgets are being managed satisfactorily, with a view to ensuring that there is no risk of over spend.

MB then gave a verbal update, saying that for the third quarter figures, revenue spend is at 67% and the Capital Programme Management spend is at 61% of the total allocation. **The recommendation, that the Board endorses the report, was agreed.**

**3. Sewta Business Plan 2011/12**

3.1 MB introduced this report saying that the Business Plan is a first working draft and that a final draft will be put to the Board in March. He drew attention to the latter part of the report, saying that there is a letter from WAG which captures the review of the transport planning, delivery and monitoring enquiry which has been undertaken by WAG, and which in particular reviews the role of the regional transport consortia. MB then added that at the regional level, Sewta is broadly in line with those conclusions, and therefore does not require major changes to the way in which we work. In 2011/12, Sewta will need to prepare its first RTP annual progress report. It is understood that WAG are looking at changes to the roles of the consortia in 2012/13, with the potential that we would take on a broader coordinating role in terms of funding streams. **The recommendation, that the Board agrees the draft Business Plan, was accepted.**

**4. Ebbw Valley Railway – Future Phases Study Consultation Feedback**

4.1 MY said that the study looked at future phases including additional stations, and also the potential for a spur to Abertillery which could run a service to and from Cardiff. There has been much public interest in this report and it was given a broad level of support. The response back from the three local authorities also gave a broad level of support, but Newport Unlimited added that in the first instance the key

requirement would be to have the service to Newport, which is a scheme that WAG will take forward themselves. Following on from the consultation, it is proposed to further test the feasibility of the proposals in more detail. However, it is important to recognise that Sewta will bring these schemes forward, but ultimately WAG will make the final decision if and when they will include them in the Wales Rail Forward Programme.

- 4.2 Councillor Parker sought WAG reassurance with regard to the convergence funding identified for major rail projects on the Rhymney, Ebbw Valley and the Maesteg lines? An expression of interest for the Rhymney line was lodged by Sewta with WEFO in December 2008. A detailed submission was subsequently developed by Sewta, which commissioned Jacobs to develop a full Business Plan for the scheme. However, it was agreed that WAG would implement the scheme, and therefore the Business Plan was transferred to WAG in June 2010. To date it appears that the Business Plan has yet to be submitted, and there is concern that the opportunity to claim the substantial convergence funding may be lost. Councillor Parker then asked that a statement is sought from WAG on the status of the convergence funding application for this scheme (passing loop at Tirphil and new station at Energlyn), and those for the Ebbw Vale line (Ebbw Vale new station and services to Newport) and the Maesteg line (frequency enhancements). Councillor Parker added that Sewta had completed these schemes within agreed time frames, but it seems that WAG has not given any feedback to date. Responsibility for the Maesteg and Ebbw Valley lines convergence funding applications was also transferred to WAG in the Summer of 2010. Councillor Parker also expressed concern whether WAG has the capacity to undertake this work. Councillor Morgan added that he understands that the delay is not with WEFO but with WAG itself, and therefore suggested that the Chairman Councillor James be asked to seek a meeting with the Minister to understand where these schemes are, and how to progress them.

- 4.3 **The recommendation, that resolutions 1-3 of the Board on 24<sup>th</sup> September 2010 be re-confirmed, was agreed, namely that:**

- **The report prepared by Capita Symonds be accepted as meeting the requirements specified in the brief for the study,**
- **Further work be commissioned to develop the detail of the proposals contained within the recommended option,**
- **Further sensitivity testing be undertaken around the analysis for the Cwm station option,**

**It was also agreed that a meeting be sought with the Deputy First Minister to ascertain what the position is with regard to the Convergence Funding applications for the Rhymney, Ebbw Valley and the Maesteg lines.**

## **5. Planning/Policy Update**

- 5.1 JD introduced the report, giving an update on each of the Working Groups.
- Integration – The Group has commissioned a study of standards of best practice for interchanges to ensure consistency across the region. It is also looking at opportunities to enhance walking & cycling access to interchanges.
- Rail – Sewta has been active in promoting electrification to South Wales. The government decision was deferred, though it has been indicated that an announcement will be made in the near future. Sewta is carrying out a Rail Strategy Review to update and roll forward the document. Stakeholder workshops have been undertaken on enhancements to the Abergavenny and Chepstow lines and work is ongoing also to progress our plans relating to station enhancements.

Bus – The Group had a number of meetings with the Competition Commission Enquiry. Its report is awaited. Travelline Cymru has made a presentation referring to their journey planning and other current services. This may have an impact on how Sewta operates with regard to public service information and the group are assessing this.

Walking & Cycling – A number of benchmarking exercises are being undertaken, organised by Sustrans, to ensure we are using good specifications, standards and best practice.

Highways – A study is being undertaken to identify solutions to major highways issues. Workshops have then been held to analyse alternatives, and these have been rigorously evaluated, to establish clear priorities within the region. Councillor Morgan referred to a letter that was tabled with a view to sending it to the Minister concerning the Roads Maintenance Grant because there is a need for stability in Roads Maintenance Grant funding.

Monitoring – The group met with WAG, to indicate our aspirations and concerns related to the monitoring that is needed. A spreadsheet of needs is being developed. WAG will need to decide what monitoring they will undertake themselves, and what will be progressed by the consortia.

**The Board agreed to note the report, and that a letter is sent from the Chair to the Deputy First Minister on the subject of roads maintenance funding.**

## **6. Regional Transport Plan – Capital Programme 2010/11**

6.1 MB introduced to the report, which provides a full overview on the status of the RTP capital programme. Appendix A to the report provides an update on the delivery schedule. Current projections show that Sewta authorities should achieve a full spend. Changes to the previous report are the inclusion of two schemes which had not previously been agreed by WAG for funding this year. These are the Barry Waterfront Park & Ride Scheme and the Tredegar Bus Station upgrade. Appendix B to the report provides an update on scheme progress. There has been a need to re-profile the funding for the A470 Bus Corridor Improvement scheme in Cardiff, and the expectation is that although this scheme will be largely undertaken this financial year, it will not be completed until next financial year. Councillor Morgan expressed concerns at reports of delays to progress on our capital spend programme, and asked that Members have a report on this issue. **The Board agreed to the recommendation that the progress made on the capital programme be endorsed.**

## **7. WLGA Transport Cabinet Members Event - Feedback**

7.1 BK introduced the report saying that the Local Transport Services Grant has now been announced with a 2.8% reduction. This will allow for the continuation of many of our locally supported services, but what we don't know is the level of grant going direct as Bus Service Operator Grant. Also, he emphasised the implications of late announcements of grant funding, which leads to late preparation, late spend and then concerns that funding draw down is delayed. **The report was noted**

## **8. The Policing of Parades & Events**

8.1 JD introduced the report, saying that this issue has been raised as a concern about changing attitudes of the police related to events on the highway. In the past, police have been very relaxed in policing events without a highway order being in place. That has started to change and the indication from the Police is that that they would not carry out these functions unless an official order is in place. That has raised

concerns because there is a cost implication with the introduction of orders. Councillor Morgan commented that there does seem to be a lack of consistency, and depending on who you speak to within the Police will depend on if they are willing to Police events. **The Board agreed to refer the matter to CSS Wales and the WLGA.**

## 9. Partner Updates

### 9.1 Sustrans

LW said that he would like to acknowledge the good Sewta work going on with Walking & Cycling, and that the RTP programme shows that Sewta are progressive on these issues. Also, WAG has announced a new project which is a significant innovation transport policy, which is Personalised Travel Planning and will be started in Cardiff. Where it has been trialled in England it has proved effective, simply by giving targeting information to change people's perceptions. Councillor Bowen added that he strongly supported this project, which is particularly beneficial for those with restricted mobility.

### 9.2 Passenger Focus

SP referred to his report and said that the overall satisfaction with ATW rail services is generally high with 87% and FGW 82% in the Sewta region. He continued that the cross country service will be stopping at Chepstow which is very good news. SP also informed the Board that it would be his last meeting in his current role, and that he would be leaving to take up a role within WAG. Councillor Morgan thanked SP for the role he has played in the work of the Board.

### 9.3 Arriva Trains Wales (ATW)

Members were asked to note the report.

### 9.4 First Great Western (FGW)

JP said that the bad weather has affected performance figures, but FGW did manage to keep an hourly service on during the worst of the weather. FGW continued to play a full roll in the preparation for major events. JP then said that with regard to rolling stock, because lots of decisions hang on electrification, he could not give an update until the decision has been announced. Councillor Jones remarked that Councillor Bob Hayward had asked about the rolling stock and the overcrowding between Newport and Bristol six months ago and to a degree JP had given a partial answer, but he said that he does have a list of trains that were coming into Severn Tunnel short, with two cars instead of four cars over several days in succession which were causing overcrowding, and which is still a serious problem on this route. JP suggested that a colleague from FGW should meet with Councillor Hayward and others from Monmouthshire CC to discuss the issue. Councillor Spanswick added that overcrowding has been an ongoing problem for a long period, particularly with the passenger numbers going up year on year. JP said that they have acquired all the rolling stock available, but the stock is not owned by FGW, and it is the decision of the Department for Transport where rolling stock goes. Councillor Spanswick added that the problem is that the system of rolling stock allocation appears chaotic.

### 9.5 Network Rail (NR)

No update was given for this meeting.

### 9.6 Bus Users UK

ME introduced the report, and added that interviews have taken place for the Public Transport Users Committee and a first meeting will take place in March. Councillor Ernest said that he found the All Wales Bus & Rail Map extremely useful but wondered how available the new maps will be to members of the public. ME responded that forty thousand were produced last year, and the same amount was planned to be produced this year. They would be issued to the Tourist Information Centres (TICs). Councillor Ernest remarked that the future of TICs are uncertain as an outlet as it is not a mandatory service, and asked if the group would be looking for other outlets. .

#### 9.7 Confederation of Passenger Transport Wales

Passenger numbers have been affected because of the bad weather, and talks are at an advanced stage for concessionary fares to agree the budget which will bring certainty over a number of years. JP added that he is hopeful that conclusions will be made within the next week. Councillor Ernest asked about the availability of the IFF card, and also the mechanism for topping the card up, especially outside Cardiff. JP answered that he will make enquiries and report back.

### 10. **Consultation Responses**

10.1 For information purposes only.

10.2 Councillor Ernest said that Cardiff suffered particularly badly during December 2010 with the bad weather. A meeting was undertaken at Cardiff about the bad weather, and a discussion will now be undertaken with Sewta, LA's and neighbouring Authorities to explore the feasibility of existing, mutual aid arrangements being expanded to include plant and labour.

### 11. **Notes and Matters Arising from the Inquorate 17<sup>th</sup> December 2010 Meeting**

11.1 Members agreed the notes.

### 12. **Regional Transport Plan – Delivery Plan 2010/11**

12.1 EH said that the report seeks approval of the Draft 2011/12 Capital Programme, and also seeks delegated authority to officers, in consultation with the Chair and Vice-Chair to finalise Sewta's 2011/12 delivery plan. It is only recently that Sewta has received the draft delivery plan guidance from WAG, who have indicated that Sewta is likely to receive £8.14 million capital funding which is a reduction of 11%, and £150,000 for revenue funding. Sewta has submitted a draft Capital Programme to WAG, as a "no status" draft. This year the report notes that the consortia are also required to include proposals for additional areas which were previously with authorities. The main area is Road Safety, and this year Sewta has to put a programme together for delivery of that grant, with a value of £3.166million. Also the delivery programme needs to include the Cardiff Sustainable Travel City grant, and also the Travel Planning grant which remains at £80,000 for this coming financial year. The final delivery plan is to be submitted to WAG by 28<sup>th</sup> February. Sewta has provided basic information to WAG, but they are asking for additional detail and delivery information for many of the projects. MB said that the 11% reduction to the Capital Programme will have implications for allocating funding to new schemes, because the Capital Programme includes to a large extent the continuation and completion of schemes which commenced in 2010/11. It was noted that the £3.166 million represents a 28% reduction on Road Safety funding.

12.2 Councillor Spanswick asked why, when we are a working partnership with WAG, do they not attend these meetings. MB responded that WAG have a standing invitation

to these meetings and do receive all of the papers. **It was agreed that this issue would be taken up with WAG.**

Councillor David added concerns at the 28% cut to Road Safety Grants, because members receive regular complaints about road safety issues in their wards, and if we are to try to encourage a modal shift to walking and cycling, then we need to feel safe about our transport networks. MB responded that the requirement for Sewta to co-ordinate the regional programme is a very new one, and it is important that we have a strategic framework in which to do that. Councillor Morgan added concerns that authorities will have a limited amount of say on where the funding will go, which takes away the local flexibility, and it needs to be closely monitored.

<b>Meeting attended by:</b>		
Councillor Huw David	HD	Bridgend
Councillor John Spanswick	JS	Bridgend
Councillor Malcolm Parker	MP	Caerphilly
Councillor Delme Bowen	DB	Cardiff
Councillor Richard Thomas	RT	Merthyr Tydfil
Councillor Bryan Jones	BJ	Monmouthshire
Councillor Andrew Morgan	AM	Rhondda Cynon Taf (Vice Chair)
Councillor Richard Clarke	RC	Torfaen
Councillor John Cunningham	JC	Torfaen
Councillor Anthony Ernest	AE	Vale of Glamorgan
Margaret Everson	ME	Bus Users UK
John Pockett	JP	Confederation of Passenger Transport and First Great Western
Simon Pickering	SP	Passenger Focus
Lee Waters	LW	Sustrans
John Duddridge	JD	Bridgend
Richard Metford	RM	Bridgend
Terry Shaw	TS	Caerphilly
Alison Thomas	AT	Cardiff
Mark Youngman	MY	Monmouthshire
Nigel Burgess	NB	Monmouthshire
Brian Kemp	BK	Newport
Roger Waters	RW	Rhondda Cynon Taf
Emma Harvey	EH	Vale of Glamorgan
Peter Curtis	PC	Giraffe Communications
Christian Schmidt	CS	Sewta Planning Manager
Martin Buckle	MB	Sewta Secretary / Programme Manager
Sian Isgrove (minutes)	SI	Sewta Administrative Co-ordinator
<b>Apologies received from:</b>		
Councillor J Mason		Blaenau Gwent
Councillor R Gough		Caerphilly
Councillor R Hayward		Monmouthshire
Councillor D Fouwether		Newport
Councillor E Townsend		Newport
Councillor R Wellington		Torfaen
Councillor J James (Chair)		Vale of Glamorgan
David House		Merthyr Tydfil
Michael Vaughan		Arriva Trains Wales

Chris Howell  
Mike Tedstone  
Alun Evans

Torfaen  
Network Rail  
Blaenau Gwent



<b>Report To:</b>	<b>Board – 18 March 2011</b>	<b>Item 3</b>
<b>Report Subject:</b>	<b>Sewta Business Plan 2011-12</b>	
<b>Report by:</b>	<b>Secretary / Programme Manager</b>	

**1. Purpose**

To report to Board on the final draft of the 2011-12 Business Plan.

**2. Background / Present Position**

- 2.1 The first draft of Sewta's Business Plan for 2011-12 was considered by the Sewta Board on 11<sup>th</sup> February 2011, having initially been prepared for the meeting on 17<sup>th</sup> December which was inquorate due to weather disruption.
- 2.2 This timetable has provided the opportunity, over the intervening period, for the draft plan to be reviewed by the modal working groups, and by Policy and Programme Management Groups. This has also enabled stakeholder input, and has ensured that the Final Draft Plan has been able to be informed by Welsh Assembly Government guidance on indicative capital and revenue budgets for the coming financial year. A new process of Delivery Plan preparation has been introduced by WAG for the lead in to 2011-12, which will encompass the capital funding submission. The Delivery Plan is reported elsewhere on the agenda.
- 2.3 Guidance from WAG indicates that capital and revenue funding allocations for 2011-12 will be confirmed prior to the end of March. In the event that these differ from the indicative allocations previously notified by WAG, or that other issues arise from the approval by WAG of the Delivery Plan, there will be a need to adjust the Business Plan, including the budget. This report therefore proposes that authority be given to officers, in consultation with the Chair and Vice Chair of the Board, to agree any changes required to the Business Plan prior to its publication.

**3. Sewta Corporate Budget 2011/12**

- 3.1 The Business Plan includes the draft corporate budget for 2011/12, and this is

also set out in this report below. The draft budget has also provisionally been included within the Delivery Plan submission to WAG.

#### Budgetary Pressures

- 3.2 The proposed budget for 2011/12 reflects a number of pressures for change which need to be resourced in the year ahead. On the programme management front, the indicative allocation for RTP grant, at £8.14m, represents an 11% reduction in funding. At the agreed level of 3% of the capital funding available, this would reduce the programme management budget from £270k in 2010/11 to £240k in 2011/12. However, in 2011/12 for the first time, Sewta will be responsible for programme management and monitoring of the Road Safety budget, with a value of £3.166m. A reduced programme management contribution of 1% has been agreed with the Sewta Road Safety Group for 2011/12 only. This will take the programme management budget back to £270k.

#### Revenue Budget

- 3.3 On the revenue front, the indicative allocations from WAG will make the same cash figure of funding available for the coming year. With continuing inflation, and an increase in Capita Symonds' rates in accordance with the Joint Venture agreement of 2.75%, this represents a reduction in the real value of the revenue funding. Given the enhanced capital programme management role of Sewta for 2011/12, however, this pressure on the revenue budget is offset by shifting the balance of staff costs further towards capital.

#### Travel Plan Co-ordinators

- 3.4 The revenue funding for the Travel Plan Co-ordinators at £80k remains below the full staff and support costs. In the current year, this is being managed in part by capitalising an element of their costs, and this will need to continue in 2011/12.

#### Reserves

- 3.5 In addition, as with the revenue budget in general, the excess of revenue expenditure over WAG funding is being managed by drawing on reserves. The current year's revenue budget is dependent on a draw down from reserves of £50k. Current projections suggest that this can be contained to approx £40k. This will nonetheless reduce reserves from £118k at the year start to £78k at the year end. While this remains a healthy figure in relation to the revenue budget as a whole, the extent to which the revenue budget can be sustained in this way will diminish over time. This is reflected in the budget proposals below, which rely on a draw down of reserves of £30k.

Sewta Corporate Budget 2010/11 – 2011/12

Section	Ref Code	Project Title	2010/11 budget	2011/12 draft budget
Revenue	R011	CSU staff - policy work	145,142	126,776
	R012	CSU expenses - policy work	7,691	6,719
	R013	Administration & accounts auditing - revenue budget	5,000	5,000
	R014	RTP / APR / sub-strategies / report production / website / topic studies	20,000	17,000
	R015	Car share database license	4,167	4,167
	R016	RTP monitoring	10,000	10,000
	R017	Publicity advice (policy)	8,000	5,000
	R050	TPC staff	76,524	76,680
	R051	TPC - expenses and resources	3,476	8,658
<b>Total Revenue</b>			<b>£280,000</b>	<b>£260,000</b>
Programme Management	S001	CSU staff - PM work	138,865	167,918
	S002	CSU expenses - PM work	6,135	9,228
	S003	Administration & accounts auditing - PM budget	5,000	5,000
	S004	WeITAG	5,000	3,000
	S005	Sewta programme & project management	49,000	49,000
	S006	Business case development	20,000	16,000
	S007	Structural funds / External Funding	10,000	
	S008	Project scoping studies	17,000	
	S009	Capital funding submissions	15,000	12,854
	S010	Publicity advice (programme & projects)	4,000	7,000
<b>Total Programme Management</b>			<b>£270,000</b>	<b>£270,000</b>
<b>Total Sewta Corporate Budget 2010/11</b>			<b>£550,000</b>	<b>£530,000</b>

Sewta Corporate Budget funding sources

Funding	2010/11 budget	2011/12 draft budget
WAG Revenue Grants	230,000	230,000
Reserves	50,000	30,000
Capital Grant – PM	270,000	270,000
<b>Total Corporate</b>	<b>£550,000</b>	<b>£530,000</b>
Reserves - start of year	118,216	78,216
Reserves – to be used	50,000	30,000
Reserves – proposed to be carried forward	68,216	48,216

Sewta 2010/11 - 2011/12 CSU Staff Resources

Position	2010/11	2011/12
Head of CSU	50%	50%
Planning Manager	60%	50%
Transport Planner	40%	20%
Admin support	75%	75%
Travel Plan Coordinators	200%	187%
<b>Total revenue funded</b>	<b>425%</b>	<b>382%</b>
Programme Manager	50%	50%
Planning Manager	40%	50%
Transport Planner	100%	120%
Admin support	75%	75%
Travel Plan Coordinators	0%	13%
<b>Total capital funded</b>	<b>265%</b>	<b>308%</b>

**4. Proposal for Action**

It is proposed that the final draft of the business plan, including the budget, be approved as the basis for Sewta's work programme and resource allocation in 2011/12, subject to the notification of final capital and revenue budgets by WAG, and to any issues arising from the WAG approval of Sewta's Delivery Plan for 2011/12.

**5. Financial Implications**

The final draft of the business plan sets out capital and revenue budgets for Sewta for 2011/12, based on indicative allocations notified by WAG.

**6. Staffing / Personnel Implications**

Staffing proposals in the final draft of the plan, based on the indicative capital and revenue budgets notified by WAG, would enable the current staffing resources of the Sewta Central support Unit to be sustained through 2011/12.

**7. Consultation**

This final draft follows earlier reports to Directorate and Board. This has also provided the opportunity for the draft plan to be reviewed by the modal working groups, and by Policy and Programme Management Groups, and has also enabled stakeholder input,

**8. Recommendations**

- 8.1 That the Board agrees the attached final draft business plan as proposed in this report.
- 8.2 That authority be given to officers, in consultation with the Chair and Vice Chair of the Board, to agree any changes required to the Business Plan, prior to its publication.

10.03.11

V1-0

*South East Wales Transport Alliance*

*Business Plan 2011-12*

*March 2011*

*Final Draft*

**Forward to Business Plan 2011-12**

This will be added in the final version of the Plan in March 2011.

Councillor Jeffrey James O St J  
Chairman

A handwritten signature in black ink, appearing to read 'Jeffrey James O St J', written in a cursive style.

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## **1. Introduction**

### **1.1 Sewta**

1.1.1 Sewta is an alliance of 10 local authorities in South East Wales, which prepares and co-ordinates regional transport policies, plans and programmes on behalf of its constituent councils and partners in the transport industry. Sewta prioritises the regional capital transport programme and formulates funding applications in pursuit of the programme. While local authorities implement individual capital schemes, and manage and maintain the assets created, Sewta manages the overall programme, and monitors progress of implementation and expenditure. Sewta provides guidance to member councils on scheme development, and on regional transportation issues, It also responds to related consultations.

#### **Sewta's Membership and Partners**

1.1.2 Sewta includes the local authorities of Blaenau Gwent, Bridgend, Caerphilly, Cardiff, Merthyr Tydfil, Monmouthshire, Newport, Rhondda Cynon Taf, Torfaen and the Vale of Glamorgan. Partners are Arriva Trains Wales, Bus Users UK, the Confederation of Passenger Transport, First Great Western, Network Rail, Passenger Focus and Sustrans. Sewta works closely with the Welsh Assembly Government.

#### **South East Wales**

1.1.3 Much of South East Wales is densely populated and urbanised. Home to more than 1.4 million people, it exhibits great contrasts in terms of geography, culture, and prosperity. These contrasts are particularly characterised by the distinction between the Valleys, the coastal cities and the region's rural areas. Besides embracing the capital city of Cardiff and its hinterland, South East Wales is recognised as the key driver of economic prosperity in Wales.

#### **The Origins of Sewta**

1.1.4 Sewta came into being in 2003-04, when the previous local authority groupings of SWIFT and TIGER were brought together to create the South East Wales Transport Alliance (Sewta).

#### **The Preparation of the Regional Transport Plan (RTP)**

1.1.5 A further key milestone occurred in 2005-06, when Sewta embarked on drafting the first RTP. This strategic document builds on the Wales Transport Strategy (WTS), and integrates with the recently published National Transport Plan (NTP), to create a dynamic regional plan. With the final approval of the RTP in 2010, the delivery of the RTP's 5 year programme commenced in 2010-11.

### **1.2 Purpose of the Business Plan**

1.2.1 The Sewta Business Plan is a key tool in setting priorities, and in managing organisational performance. Preparing this Plan has facilitated consensus building within Sewta and its authorities, and with its key stakeholders, about priorities for the

year ahead. The Plan will also help to ensure that resource decisions and work programmes will support those priorities. The purposes of the Sewta for 2011-12 are:

- 1) To outline Sewta's strategy and goals for the year;
- 2) To set out key issues and risks;
- 3) To identify resources and a work programme for the year.

#### Looking Beyond 2011-12

1.2.2 Given the rapidly changing organisational environment within which Sewta now operates, the Business Plan also looks beyond the short term, to expectations of change beyond 2011-12.

#### Linking Plans with Resources

1.2.3 This Business Plan has been informed by performance against the Plan for 2010-11. The Plan provides the mechanism for linking the Sewta Regional Transport Plan (RTP), and other Sewta and Welsh Assembly Government guidance, policies, strategies and plans, with capital and revenue budgeting processes. The scope of this Plan is determined by the functions of the Sewta Board, as set out in the original agreement to establish the South East Wales Transport Board.

#### Implementing the Regional Transport Plan

1.2.4 The 34 actions set out in the RTP form the cornerstone of Sewta's work programmes. These actions describe the transport interventions that Sewta seeks to pursue, and they guide the work that is undertaken in terms of organisational development, funding submissions, and joint working with stakeholders.

#### The Regional Capital Programme

1.2.5 The financial year 2010-11 is the first in which Sewta has co-ordinated the delivery of the regional / local transport capital programme. This Business Plan builds on the experience of managing this programme to ensure the continuing successful implementation of the schemes contained within it.

## **2. The South East Wales Regional Transport Plan**

### **2.1 Plan Preparation and Approval**

Sewta completed the RTP as planned by 31 December 2009. It was formally approved by the Sewta Board in March 2010, and endorsed by the Welsh Assembly Government. Implementation of the Five Year Programme commenced in 2010-11. The key elements of the Plan are set out below.

### **2.2 RTP Vision**

Our vision provides a focus and motivation for Sewta, and for all stakeholders involved in delivering the Plan. The RTP vision is:

*A modern, accessible, integrated and sustainable transport system for South East Wales, which increases opportunity, promotes prosperity for all, and protects the environment; where walking, cycling, public transport, and sustainable freight provide real travel alternatives.*

### **2.3 RTP Wider Goals**

Transport is a means to an end; its purpose is to enable society to achieve wider goals. Transport affects, and is affected by a number of other government policies, especially those on economic development, social inclusion, equality and the environment. The RTP wider goals communicate this link. By improving the transport system, Sewta will assist in delivering these wider government policies. The wider goals are:

- A. ***To develop the economy***, through improving connectivity for business and freight, making transport more effective and efficient, providing access to employment, education, shopping and leisure, and by improving transport integration;
- B. ***To promote social inclusion and equality***, by providing a transport system that is safe, accessible, and affordable to all sections of the community; and
- C. ***To protect the environment***, by minimising transport emissions and consumption of resources and energy, by promoting walking, cycling, quality public transport, and modal shift, and by minimising demands on the transport system.

### **2.4 RTP Objectives**

Sewta's objectives build on the RTP's vision. They tackle Sewta's main transport issues, and set the general direction of the RTP. They are long-term (20+ years)

transport planning objectives, on which the policies are based and against which we are monitoring our progress. They are grouped under five headings.

**1. Safety and Security**

- To reduce the number and severity of road traffic casualties;
- To improve actual and perceived levels of personal security when travelling;

**2. Connectivity and Accessibility**

- To improve access for all to employment opportunities, services, healthcare, education, tourism and leisure facilities;
- To improve connectivity by sustainable transport between South-East Wales and the rest of Wales, the UK and Europe;

**3. Quality and Efficiency**

- To improve interchange within and between modes of transport;
- To improve the quality, efficiency and reliability of the transport system;
- To reduce traffic growth and traffic congestion, and to make better use of the existing road system;

**4. Environment**

- To achieve a modal shift towards more sustainable forms of transport for moving both people and freight;
- To reduce significantly the emission of greenhouse gases from transport;
- To reduce the impact of the transport system on the local street scene and the natural, built and historic environment;
- To promote sustainable travel, and to make the public more aware of the consequences of their travel choices on the climate, the environment and health;

**5. Land Use and Regeneration**

- To ensure developments in South East Wales are accessible by sustainable transport;
- To make sustainable transport and travel planning an integral component of regeneration schemes.

**2.5 RTP Priorities**

The objectives provide a basis for transport interventions. However, with limited resources, priorities are important to steer Sewta's activities and investment over the five years of the RTP. Sewta's RTP priorities are (in priority order):

1. To improve access for all to services, facilities and employment, particularly by walking, cycling and public transport;
2. To increase the proportions of trips undertaken by walking, cycling and public transport;
3. To minimise demands on the transport system;
4. To develop an efficient, safe and reliable transport system with improved transport links between the 14 key settlements in South-East Wales, and between South-East Wales and the rest of Wales, the UK and Europe;

5. To provide a transport system that encourages healthy and active lifestyles;
6. To reduce significantly the emission of greenhouse gases and the impact of the transport system on local communities;
7. To ensure developments are accessible by sustainable transport, and to make sustainable transport and travel planning an integral component of regeneration schemes;
8. To make better use of the existing transport system.

## **2.6 RTP Environmental & Equality Impact Assessments**

### RTP Strategic Environmental Assessment

2.6.1 A Strategic Environmental Assessment of the strategic options (and of the policies, plans and programmes of the draft RTP) has been carried out during the preparation of the RTP. Further details of the SEA process can be found in the RTP's Environmental Report and the SEA Statement.

### RTP Equality Impact Assessment

2.6.2 The requirement to carry out an Equality Impact Assessment (EQIA) was not included in WAG's original RTP guidance. However, the needs of people or groups that experience difficulties more than most when using the transport system were taken into account during the development of the Sewta RTP, and are addressed in many parts of the strategy. The public consultation on the Draft RTP involved many appropriate groups.

2.6.3 The RTP further commits Sewta to take account of the needs of equality groups when developing plans, programmes or projects, and to develop a formal Equality Impact Assessment of the RTP. A document was developed during 2010, and in January 2011 a draft EQIA was sent to WAG's DE&T Equality Support Unit for review and further discussion with equality groups. In the same month Sewta was also informed that consortia needed to undertake an EQIA in line with responsibilities placed on all public authorities by the Equality Act 2010, with particular reference to equalities training for transport staff, provision of accessible information, actual and perceived safety and inclusive design. Many of these themes are already covered in the Sewta RTP draft EQIA, and all will be taken forward in finalising the document.

### **3. Links to National Strategy**

#### **3.1 One Wales**

One Wales sets out the agenda of the current Welsh Assembly Government administration. It offers a progressive agenda for improving the quality of life in all of Wales's communities, from all walks of life, and especially the most vulnerable and disadvantaged. The document sets out a number of proposals for improving regional and national transport, and for improving access to services and facilities.

#### **3.2 The Wales Transport Strategy**

The Wales Transport Strategy establishes the framework for creating an integrated transport system to deliver One Wales. The Strategy identifies five strategic priorities:

1. Reducing Greenhouse Gas emissions and other environmental impacts;
2. Integrating local transport;
3. Improving access between key settlements and sites;
4. Enhancing international connectivity;
5. Increasing safety and security.

#### **3.3 The National Transport Plan (NTP)**

The National Transport Plan (March 2010) takes forward the process of delivering integration, and sits alongside the Regional Transport Plans in delivering the Wales Transport Strategy. The Plan reflects a balanced approach to the development of the transport network, recognising that it must continue to support economic growth and promote social inclusion, while playing its full part in tackling climate change. The long term aim is a decarbonised transport system in Wales. The Plan sets out a programme of action over the period to 2015 with a focus on strategic corridors. Of particular significance for Sewta are the East – West Corridor within South Wales, and the North – South Corridor within Wales as a whole. The NTP is supported by the Wales Rail Forward Programme and the Wales Trunk Road Programme, both approved in 2008.

#### **3.4 The Wales Spatial Plan**

A key theme of the Wales Spatial Plan (2008 Update) is "Achieving Sustainable Accessibility". The Plan also sets out Area Strategies for spatial areas within Wales, including one for South East Wales – The Capital Region. The boundaries of that area coincide with those of Sewta. The Plan proposes that the area should function as a networked city region, on a scale to realise its international potential, its national role, and to reduce inequalities. It recognises that a fully integrated high quality transport system is necessary for this to happen. The Plan proposes that all of the

area's key settlements should be linked to Cardiff or Newport by suitable high capacity public transport.

### **3.5 Economic Renewal: A New Direction**

This document was published by WAG in July 2010, following stakeholder consultation. It sets out the WAG commitment to develop a strong economy, with its contribution to the economic, social and environmental well-being of people in Wales, and placing sustainable development as the central organising principle. The document reflects a review of priorities shaped by the current global economic climate. A key priority from this review is "Investing in high quality and sustainable infrastructure". In support of this priority, the document identifies the importance of integrating infrastructure planning and delivery, with a proposal to develop a Wales Strategic Infrastructure Plan, building on the Wales Spatial Plan.

## **4. Business Planning 2011-12**

### **4.1 Business Planning – Current Practice**

Sewta strives to be a beacon of best practice for partnership working, and has established a number of good mechanisms to this end:

- i) As a statutory joint committee of ten unitary authorities, Sewta is formally constituted under a legal agreement, with governance clearly defined;
- ii) Sewta's website makes our objectives, documents and actions clear and available to all;
- iii) An annual Business Plan is prepared and published on the website;
- iv) There is recognition of the importance of good programme and project management, procurement, risk management and monitoring, and improvements and skills in these areas continue to be developed;
- v) Stakeholders and the wider public have been consulted fully on the Regional Transport Plan, to ensure effective customer and community focus;
- vi) Sewta's policies and proposals are increasingly focusing on achieving sustainability;
- vii) Formal financial reports are produced quarterly, together with an annual report of audited accounts.

### **4.2 Business Planning Issues for 2011-12 and Beyond**

4.2.1 With the preparation of the RTP completed, Sewta has during 2010-11 shifted its focus onto its implementation. This will continue to drive organisational activity into 2011-12, with the requirement to prepare an Annual Progress Report following the completion of Year One of the Five Year Programme ending March 2011.

4.2.2 In October 2010, WAG concluded its review of Transport Planning, Delivery and Monitoring in Wales, which focused on the role of the transport consortia. The review included governance proposals at the national and regional levels, and at the interface between them. The regional proposals are broadly consistent with those in place for Sewta.

4.2.3 A new process of Delivery Plan preparation has been introduced for the lead in to 2011-12, which encompasses the capital funding submission. The Delivery Plan set outs the proposed RTP capital programme, and also includes proposals for Road Safety Grant, Sustainable Travel Centre expenditure (to be developed Cardiff Council), and revenue funding. The co-ordination of road safety expenditure represents a key new role for Sewta. The indicative allocation for the RTP capital programme available to Sewta is £8.14m; a reduction of 11% compared to 2010/11. Other indicative allocations include: Consortia Core Revenue Grant (£150k, unchanged), Road Safety Grant (£3,166k, 28% reduction), Cardiff Sustainable Travel City Grant (£1.5m capital and £200k revenue) and Travel Planning Grant (£80k, unchanged).

4.2.4 There is also, however, a need also to be conscious of wider and longer term agendas. These include, in particular, the potential for further organisational change which may take effect in 2012-13, with the prospect of the regional consortia being invited to co-ordinate a broader range of transport programmes, including potentially a wider role on road safety funding, including Safe Routes in Communities. The need for effective preparation for changes leading into 2012-13 has the potential to commit significant Sewta management resources during 2011-12.

4.2.5 With a new Welsh Assembly Government administration to follow the elections in May 2011, a key issue in preparing for 2012/13 will be to have regard to any new WAG priorities. In this context, the preparation of a National Infrastructure Plan for Wales is under discussion. WAG has also already announced key strategic funding decisions for the future. On the capital front, overall WAG's capital budget will be reduced by 40% in real terms by 2014/15. While the indicative allocations for Sewta for 2011/12 are now known, those for 2012/13 remain a cause for concern.

### **4.3 Partnership Working**

Sewta recognises the importance of working in partnership with people and organisations with a stake in transport, and of driving the policy debate as a champion for transport in the region. In addition, Sewta seeks to raise public awareness of the role of local government in transport. Sewta will also continue to liaise with the other regional transport consortia in Wales, and with neighbouring English authorities, to facilitate joined up transportation systems and services. As well as the partners on the Sewta Board (see para 1.1.2), Sewta will continue to interface with partners including the Welsh Assembly Government (WAG), the Welsh Local Government Association (WLGA), the South East Wales Economic Forum (SEWEF), the South East Wales Strategic Planning Group (SEWSPG), the regional tourism partnership Capital Region Tourism (CRT), and other transport providers and user organisations.

### **4.4 Communications**

4.4.1 Sewta's objectives (see Appendix A) recognise the importance of good communications. Its risk analysis captures the significance of communications risks. Resources for Sewta communications activity have diminished over a number of years as budgets have become tighter. Nevertheless, Sewta continues to have the benefit of support from Giraffe Communications on public relations and media management activity. Sewta has long developed a strong brand image, with a logo and standard style, supported by a design guide. With web-based communications of growing importance, Sewta has researched and developed an umbrella brand for Smarter Choices activity across the region in 2010-11 through **gettravelwise.com**. Similar attention is being given to ensuring that the corporate Sewta website is able to continue to offer a similar level of facility.

4.4.2 The continuing development of the roles of the regional transport consortia is likely to require an increasing focus on communications activity. This focus of media attention is likely to be enhanced in 2011-12 by the inception of a new Sewta Chair

and Vice-Chair, while the elections to the National Assembly for Wales will generate a need to establish an understanding of Sewta amongst new Assembly Members in South East Wales.

#### **4.5 Risk Management**

Sewta will continue to develop organisationally to deliver effective strategies and plans, and to deliver the capital programme and projects. These activities bring associated risks. The aim of risk management is to manage exposure to risk by taking action to keep it at an acceptable level in a cost-effective way. Ensuring that risks are identified, recorded and reviewed is a key factor in organisational performance. Sewta's current risk assessment is set out in table 1 below:

*Table 1 – Sewta Business Risk Assessment 2011/12*

	Description	Risk Evaluation		Proximity	Proposed Mitigation Actions	Owner (Lead / Support)	Residual Risk after mitigation
		Potential Impact	Probability of Risk				
<b>1</b>	<b>Strategic Risks</b>						
1.1	Expectations of Sewta's ability to deliver may exceed its capacity.	High	High	Ongoing	Organisational working arrangements need to be developed to improve business and resource planning, programme and risk management, and communications.	Directorate	Medium
1.2	Insufficient capital funding may constrain Sewta's ability to achieve key RTP objectives.	High	Medium	Near	Continued development of business planning, programme and risk management, and focus on external source of funding. Close liaison with WAG.	Programme Management Group / Working Groups	Medium
1.3	Limited revenue funding may unduly constrain organisational capacity.	High	Medium	Near	Effective business planning and budgetary management. Ensure revenue costs are capitalised when appropriate. Close liaison with WAG.	Directorate	Medium
1.4	Human Resources may constrain delivery.	High	Medium	Near	Effective business planning and work programming. Close liaison with councils and CSU host.	Directorate	Medium
1.5	The capacity, priorities or decision making processes of key partners may delay delivery.	High	High	Ongoing	Effective business planning and work programming. Close liaison with partners.	Directorate / Programme Management Group	Medium
<b>2</b>	<b>Financial Risks</b>						

2.1	Delays in financial decision making by funders may delay delivery.	High	High	Ongoing	Close liaison with WAG / All Wales Programme Group. Monitor effectiveness of delegation arrangements.	Directorate / Programme Management Group	Medium
2.2	Uncertainty over proposed changes to transport funding arrangements and consortia roles may constrain planning and programming.	High	Medium	Medium to Long Term	Close liaison with WAG / WLGA / other consortia to minimise uncertainty and avoid delays.	Directorate	Medium
2.3	Financial management and monitoring arrangements may be insufficient to ensure effective and appropriate use of budgets	Medium	Low	Ongoing	Good financial monitoring and reporting systems are in place and continue to be developed. Continuing Prince 2 training is improving performance. Close liaison with Lead Finance Authority.	Directorate / Programme Management Group	Low
2.4	Constraints on organisational resources may inhibit success in securing external funding.	High	High	Ongoing	Close liaison with WAG / WEFO / other partners	Programme Management Group	Medium
2.5	Economic Climate may constrain funding	High	High	Near	Effective business planning and work programming.	Directorate / Programme Management Group	High
<b>3</b>	<b>Legal &amp; Regulatory Risks</b>						
3.1	Proposed changes to consortia roles may be constrained by Sewta legal agreement.	High	Medium	Medium Term	Close liaison with WAG / WLGA / other consortia / Lead Administrative Authority	Directorate	Low
3.2	RTP proposals may fail	High	Medium	Ongoing	Liaise with councils in supporting Sewta's proposals through LDP and Development Management	Directorate / Policy Group	Medium

	through land use planning process.				processes.		
3.3	RTP proposals may fail through legal challenges.	Medium	Low	Ongoing	Liaise with councils / Lead Administrative Authority	Directorate / Policy Group	Low
<b>4</b>	<b>Organisational Risks</b>						
4.1	Processes of organisational change in councils or key partners may constrain delivery	High	Medium	Ongoing	Close liaison with WAG / WLGA / other partners. Effective business planning and work programming.	Directorate	Medium
4.2	Proposals to enhance Programme Management performance may be inhibited by constraints on organisational resources and stakeholder support.	High	Low	Near	Review of Stage Gate process. Close liaison with WAG / All Wales Programme Group. Work towards transition from single year to multiyear capital programmes.	Directorate, Programme Management Group	Low
<b>5</b>	<b>Management Risks</b>						
5.1	Senior Management priorities may change, reducing support for delivery.	High	Medium	Ongoing	Effective business planning. Close liaison with Councils / WLGA. Member / Officer Workshops to agree / sustain priorities.	Directorate	Low
<b>6</b>	<b>Political Risks</b>						
6.1	Political priorities may change, reducing support for delivery	High	Medium	Ongoing	Effective business planning. Close liaison with Councils / WLGA. Member / Officer Workshops to agree / sustain priorities. Work to establish an understanding of Sewta amongst new Assembly Members in South East Wales.	Board / Directorate	Low
<b>7</b>	<b>Communications Risks</b>						
7.1	Adverse media comment may lead to reputational damage.	Medium	Medium	Ongoing	Effective business planning and resourcing of communications activity.	Directorate	Medium
7.2	Limited public	Medium	Medium	Ongoing	Effective business planning and	Directorate	Low

	profile may constrain stakeholder support				resourcing of communications activity. Close liaison with Councils / WAG.		
<b>8</b>	<b>Technical Risks</b>						
8.1	Limits to the capabilities of CSU / Councils staff may constrain delivery	Medium	Low	Ongoing	CSU / Council Staff Development programmes. Continuing Prince 2 / Risk Management training	Directorate / CSU	Medium
8.2	Lack of clarity on monitoring arrangements for the NTP may constrain effective RTP monitoring	Medium	Medium	Ongoing	Close liaison with WAG / other consortia / All Waes Policy Group to minimise uncertainty and avoid delays	Policy Group	Medium

## **5. Sewta Organisational Arrangements**

### **5.1 Sewta Leadership – Board & Directorate**

5.1.1 The leadership of Sewta comprises of two Members from each of the ten authorities forming the Board (normally including the Cabinet Member for transport), together with non-voting representatives from partners. The Directorate, with officers from each authority and WAG, provides senior management support for the Board. The Board and Directorate meet quarterly. Together with technical working groups, they receive support from a small core of central dedicated staff in the Sewta Central Support Unit (CSU). At all levels, chairs and vice-chairs play key roles in getting work done and taking forward the regional transport agenda.

5.1.2 The Board plays a pivotal role in the delivery of Sewta's corporate aims and objectives, and as a key link to the ten authorities. The Board has regular opportunities to monitor and guide RTP progress through quarterly programme management and policy reports, as well as more strategically through the annual Business Plan, and the RTP annual progress report. In recognition of the importance of Member development, there is also a programme of quarterly Member / Officer Workshops on issues of current concern.

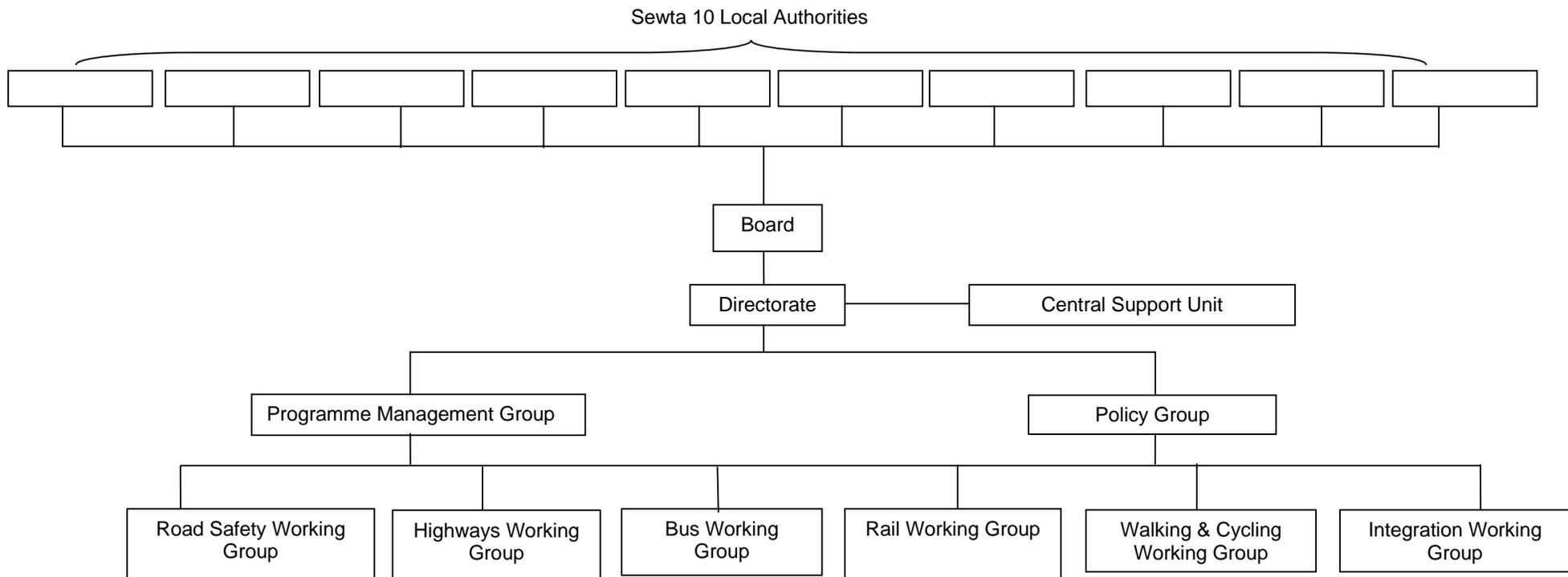
### **5.2 Working Groups**

5.2.1 Sewta operates on a partnership basis, with local authorities, the transport industry and user groups, working together through the Board, Directorate and technical working groups. Local authority officers and partners make a huge contribution towards policy and strategy development, transport planning coordination, project development and implementation studies and corporate governance. Through involvement in Sewta working groups, member councils and partners provide a substantial resource input.

5.2.2 The technical working groups report to Sewta's Programme Management and Policy Groups, which co-ordinate their work programmes. The working group structure is set out in Figure 1. The role of the working groups includes:-

- (i) Co-ordination & decision making on transport planning work, including further development of modal RTP proposals , prioritising proposals for preparatory works (studies, feasibility, appraisal and preliminary design) and reviewing and outputs
- (ii) Prioritising schemes for inclusion in the regional capital programme and co-ordinating modal programme delivery (ii) Co-ordination of the Sewta core team, budget and programme;
- (iii) Initiating specific technical work, and co-ordinating the work of task-specific sub-groups;
- (iv) Wider liaison with member councils, partner organisations and other stakeholders.

Figure 1: Sewta Working Arrangements



### **5.3 Group Roles**

- Programme Management Group: Directorate member to chair; includes Working Group chairs, officers of all authorities, senior managers of CSU, WAG representative, CSU support. Remit: To manage capital programme development and delivery. Meets 6 weekly, or as required. (see also para 6.3).
- Policy Group: Directorate member to chair; includes Working Group chairs, officers of all authorities, senior managers of CSU, WAG representative, CSU support. Remit: To discuss and co-ordinate all transport policy, strategy and planning issues, including travel planning, and to liaise between member councils. Meets 3-monthly. Oversees a Monitoring Sub-Group.
- Road Safety Working Group: Officers from member councils, police, CSU, regional road safety groups, and WAG; CSU support. Remit: To further Sewta's road safety strategy in accordance with the RTP, to coordinate and monitor the delivery of the schemes contained within the Road Safety Programme. and to fulfil Wales's Road Casualty Reduction Partnership role. Meets 3-monthly.
- Walking & Cycling Working Group: Officers from member councils, CSU, Sustrans, and WAG; CSU support. Remit: To further Sewta's walking & cycling strategy and programmes, and to co-ordinate travel plan grants, Meets 3-monthly (or as required).
- Rail Working Group: Officers from member councils, CSU, Passenger Focus, Arriva Trains Wales, First Great Western, Network Rail, and WAG; CSU support Remit: To further Sewta's rail strategy and programmes and facilitate enhancement measures to the regional rail network. Meets 2-monthly.
- Bus Working Group: Officers from member councils, CSU, Bus Users UK, CPT, , Gwent JPTU and WAG. CSU support Remit: To further Sewta's bus strategy and programmes, Meets 2-monthly (or as required). Oversees sub-groups dealing with community transport and bus strategy.
- Highways Working Group: Officers from member councils and CSU. CSU support. Remit: To further Sewta's roads strategy, and making better use initiatives and programmes, Meets 3-monthly (or as required).
- Integration Working Group: Officers from member councils, CSU and WAG; CSU support. Remit: To further Sewta's integration strategy, and interchange initiatives and programmes, . Meets 3-monthly (or as required).

## **6. Implementing the Regional Transport Plan**

### **6.1 RTP Actions**

6.1.1 The RTP contains 34 specific actions to be progressed over the five year period of the Plan. These actions are set out in full in Appendix C. As the RTP is to be delivered over five years, not every action will have associated tasks in every year. The success in achieving the tasks will also be subject to availability of funding, and effective joint working with stakeholders.

6.1.2 Many of the actions relate to the development, appraisal and delivery of capital projects within the five year programme. Sewta's Programme Management group co-ordinates this activity, acting on advice from its technical working groups. Table 2 sets out the RTP actions relating to the capital programme, and how these are proposed to be taken forward in 2011/12.

6.1.3 In 2010-11 Sewta has needed to concentrate on developing the programme and project management work necessary to deliver the capital programme. However, the RTP also contains a number of actions relating to further policy, strategy and planning issues. Table 2 sets out the further tasks planned for 2011-12. Tasks related to smarter choices / travel planning activity can be found in section 6.5.

*Table 2 – RTP Implementation Tasks 2011-12 – Transport Planning & PolicyTasks*

<b>Task</b>	<b>Description</b>	<b>RTP ref</b>
Public transport links	Sewta will analyse links between key settlements and other centres (including existing plans for improvement) and identify continuing short-comings.	PLA1
Planning obligation policies	Sewta will develop a proposal for appropriate planning obligation policies for inclusion in member council's Local Development Plans.	PLA2
Cycles on trains and buses	Sewta will develop a strategy which seeks to ensure effective integration between walking and cycling facilities on the one hand, and bus and rail services on the other.	WCA3
Benchmarking for Cycling Development	Sewta will set up a regional benchmarking process for member council and other stakeholder cycling practitioners.	WCA2
Bus standards	Sewta will survey and analyse existing local authority bus service standards.	BUA2+3
Interchange strategy study	Sewta will undertake a transport interchange strategy study.	IIA1+2
Public transport information	Sewta will develop a multi-modal public transport information strategy, based on a review of current provision, and including consistent standards on information provision.	IIA5
Ticketing	Sewta will develop a regional strategy and action plan for integrated ticketing.	IIA4
Tourism Action Plan	Sewta will develop a South East Wales Sustainable Tourism and Transport Action Plan	TOA1

### **6.2 RTP Capital Programme**

The RTP Capital Programme is being implemented between 2010-11 and 2014-15. The main schemes displayed in Table 3 have been submitted to the Welsh Assembly Government for progression using RTP Grant in 2011-12, and a number of these will

need to continue into 2012-13 and beyond. The funding sought in 2011-12 will also cover programme management, and the preparation of new schemes for 2012-13.

***Table3 – Capital Programme 2011/12***

<b>Scheme Name</b>	<b>Description</b>	<b>Delivery Date</b>	<b>Cost 2011-12 (£'000s)</b>	<b>Total Cost (£'000s)</b>
<b><u>Walking and Cycling</u></b>				
Monmouth Links Connect 2	A safe network of walking and cycling routes which overcome severance issues that the town faces from the A40 trunk road, and the town's two major rivers	March 2013	200	tbc
Rhymney Valley Linear Route	A continuous north-south link from the Heads of the Valleys National Cycle Network Route 46 in the north, to the cycle routes previously implemented as part of the Rhymney Comprehensive Safe Routes to School scheme in the south.	March 2013	165	395
Pont-y-Werin Connections	A network of on and off-road routes within Penarth that lead to the Connect2 Pont y Werin bridge over the River Ely.	March 2012	330	907
Treforest Connect 2	Walking and cycling routes for the local community to Treforest town centre, the university, and other facilities.	March 2013	100	1775
North Cardiff Community Route	A predominantly off-road route around the northern periphery of Cardiff linking the Taff Trail at Tongwynlais to the Celtic Trail north-east of the County Boundary.	March 2013	100	286
Llynfi Valley Cycle Route Phase 1	A 3.7km shared-use section of the Llynfi Valley Community Route between Maesteg and Caerau for pedestrians and cyclists.	March 2012	60	552
Caerphilly Basin Radial Routes – Senghenydd to Town Centre	A continuous link from Senghenydd in the Aber Valley to Caerphilly Town Centre linking in with National Cycle Network Route 4	March 2012	170	535
Treforest to Tonteg	The route will link to the Treforest Connect 2 scheme at the northern end, and the Church Village Bypass Community Route at the southern end, and also forms part of the wider Valleys Cycle Network (VCN).	March 2012	608	900
Vale of Glamorgan NCN88	Combination of a series of urban networks with a strategic route which links Cardiff with Bridgend - connecting the Vale of Glamorgan to the Taff Trail. In addition, the scheme will increase connectivity between villages and key locations throughout the rural Vale.	March 2014	60	605
Garw Valley	The missing section of the Garw Valley Community Route between Bryngarw Country Park, and National Cycle Network (NCN) Route 4 at Brynmenyn. The 1 km route would provide a shared off-road route for pedestrians and cyclists, and would also form part of the VCN.	March 2013	36	387
Pontnewynydd Industrial Estate, Pontypool	A Walking & Cycling improvement along existing Highway footway to link NCN 492 with the north Pontypool / A4043 corridor.	March 2013	100	160

Chepstow Road, Langstone	Widening of the north side footway to 2.5m and complete resurfacing over a distance of 2km, from Coldra to Tregarn Road	March 2012	250	260
Aberfan - Pontygwaith	Improved route which will avoid the necessity to cross under the A470 Trunk Road twice.	March 2012	150	165
Travel Plan Grant Programme	Support and promotion for sustainable transport initiatives, and the development of workplace travel plans within the Sewta region	Continuing programme	100	n/a
Core Route Enhancement Programme	Enhancements of existing routes across the region by undertaking small-scale improvements.	Continuing programme	100	n/a
<b><u>Rail</u></b> *				
Rail Station Improvement Programme	Funding to access wider funds for station improvements, including preparing schemes for NSIP / NSIP+, and business cases for funding bids, and progressing schemes through Network Rail stage gates.	Continuing programme	230	n/a
<b><u>Bus</u></b>				
A470 Bus Corridor Improvements, Cardiff	A series of bus priority measures on the A470 corridor between the Coryton Interchange and Boulevard de Nantes in the city centre.	March 2014	300	2234
Western Bus Corridor, Cardiff	Bus priority measures within the western sector of the city to improve bus reliability, punctuality and journey times, through releasing any current unused capacity.	March 2014	50	750
Pontypridd Bus Priority	Improvements to bus priority in Pontypridd Town Centre.	March 2013	200	2385
Blaenavon to Newport Corridor	Strategic bus priority corridor scheme	March 2013	782	1130
Community Transport Enhancement Grants	Funding for Community Transport operators to part fund eligible capital expenditure at a maximum intervention rate of 50%.	Continuing programme	100	n/a
Bus Stop Upgrade Programme	Provide DDA compliant raised kerbs, bus shelters, improved lighting, timetable cases, bus stop flags and information.	Continuing programme	100	n/a
<b><u>Interchange</u></b>				
Bridgend Station Interchange	Improved interchange facilities at Bridgend Railway station for buses, cyclists & pedestrians	March 2013	637	2246
Cardiff Central Interchange	Reinforcement of Cardiff Bus Station to provide a transport interchange for local, regional and national travel, to accommodate increased public transport requirements resulting from modal shift, and as a catalyst for future investment.	March 2014	250	10067
Brynmawr Bus Station	New bus station provided on existing site within Brynmawr town centre.	March 2013	280	932
Caerphilly Station Park and Ride Access Road	Funding for the settlement of land claims associated with this direct access to the rail park and ride facility from the strategic	March 2012	40	tbc

	highway network.			
Barry Waterfront Park & Ride	Park and ride car park on land in Council ownership adjacent to the Barry Docks Station.	March 2012	560	tbc
Pencoed Station Park and Ride	Park and ride facilities in the vicinity of Pencoed station	March 2012	25	478
Sarn Station Park and Ride	Extend the existing park and ride facilities from 10 to 36 spaces.	March 2012	14	220
Aberdare Station Park and Ride Extension	Extension of existing Station Park and Ride car park to approx double capacity (120 spaces).	March 2013	250	277
Interchange Enhancement Programme	A package of small-scale measures to enhance existing facilities.	Continuing programme	tbc	n/a
<b>Highways</b>				
Mountain Rd, Ebbw Vale	Making Better Use - Junction Improvement	March 2012	150	190
A4043, Pontypool	Making Better Use - Junction Improvement	March 2012	110	110
<b>Corporate</b>				
Sewta Programme Management	Funding for the effective co-ordination, delivery and monitoring of Sewta's Five Year Programme.	Continuing programme	270	n/a
Preparatory Works & Studies	Commissioning work to develop schemes from the RTP for all modes, and road safety, and through the preparation, update and review of modal strategies, as well as business case preparation, and inter-modal studies.	Continuing programme	734	n/a
Sewta Output & Outcome monitoring	Monitoring the impact of the programme on RTP policies and regional strategic indicators.	Continuing programme	20	n/a

\* Note: For rail schemes apart from station improvements and park & ride, these schemes will be developed by Sewta in terms of feasibility studies and option appraisal, but implemented by WAG.

### **6.3 Programme and Project Management**

6.3.1 The RTP Five Year Programme represents a key element of Sewta's operational context. It involves high levels of complexity, risk and challenge, with many interdependencies to manage, and competing priorities to resolve. Programme and Project Management offer structured frameworks that are helping Sewta to manage these issues. Following a review by WAG of regional working, further procedures are being introduced through the All Wales Programme Group. The new procedures will be dovetailed into Sewta's already tried and tested management systems.

6.3.2 The Programme Brief for the five year programme sets the following objectives:

- 1) To establish transport priorities for the RTP five year programme, and to secure the role of Sewta, through its constituent local authorities and transport industry partners, in the effective management and delivery of these programmes;
- 2) To progress Sewta's overall aims and objectives through the RTP five year programme;

- 3) To ensure that Sewta's plans and strategies (in particular the Regional Transport Plan) are soundly based in terms of resource availability;
- 4) To ensure that the funding required to implement those plans and strategies is secured and effectively utilised;
- 5) To ensure effective collaboration with other programmes, organisations, groups and working arrangements; this includes the Convergence Programme.

6.3.3 The Programme Management Group, is charged with managing the five year programme, in a manner broadly consistent with the MSP (Managing Successful Programmes) standard, promoted by the Office of Government Commerce as a companion to the PRINCE 2 project management standard.

6.3.4 The following key requirements for enhanced programme and project management systems have been adopted, including the creation of a Programme Office function.

A. Programme and Project Management Framework

A1. Framework Definition, ensuring that a rolling programme of schemes can be taken forward from concept to completion;

A2. Feasibility Studies –Setting out the content and preparation process for these studies, and for the resource requirement, as an integral part of the framework.

B. Scheme Information System – Candidate & Approved Schemes

B1. System definition for recording information on candidate schemes, and processes for collecting and controlling information;

B2. System definition for monitoring progress of approved schemes, including spend and projected spend and draw down.

C. Stage Gate Process:

Stage Gate process definition for evaluating candidate schemes for inclusion within the five year programme, and for progressing them through the programme.

6.3.5 A review of the effectiveness of the system is being undertaken in 2010-11.

## **6.4 European Union Structural Funds**

6.4.1 Sewta has confirmed that its objectives cannot be fully delivered from established sources of transport funding, and that additional sources are needed. The RTP sets out a number of sources of funding with the potential to augment RTP Grant capital funding, including European Union Structural Funds, planning obligations, road user charging, lottery funding and the private sector.

6.4.2 Sewta has an active programme of bidding for European Union (EU) Convergence Funds, focused on projects in the RTP capital programme. Funding

has been secured for two rail interchange packages consisting of seven schemes across three authorities on the Taff, Rhymney and Maesteg lines. Further rail enhancement schemes for the Rhymney, Maesteg and Ebbw Valley lines have been forwarded to WAG as the delivery agency for submission to WEFO. Further schemes to make use of WEFO approved convergence funding for station improvement schemes are under development.

## **6.5 Travel Planning**

6.5.1 Travel Planning is a flexible tool integral to delivering the Smarter Choices objectives of the Regional Transport Plan. Sewta has two regional Travel Plan Coordinators (TPCs), who are included within the Central Support Unit.

6.5.2 From 2011/12 onwards, WAG's proposed streamlining of funding places the Travel Planning Coordinators Grant within Sustainable Travel Centre core activity area. The Sewta TPCs will work to support Cardiff Council's Sustainable Travel City project where required. At the same time, with travel planning recognised as a core activity within the RTP, the TPCs will continue to deliver a work programme that includes all ten authorities.

6.5.3 Key tasks for 2011/12 are:

- Provide travel planning advice to WAG, local authorities, health boards and other public and business organisations, and support them to develop Travel Plans for their own staff and premises;
- Update, develop and provide relevant travel planning information and resources, including advice on workplace, tourism and school travel plans, online advice, staff travel survey facilities, and travel planning consultancy services, and monitoring their use;
- Manage the development, implementation and monitoring of the Sewta Sustainable Travel Plan Grant Scheme;
- Manage the regional car share scheme, possibly including update of Sewta car share web pages, and re-launch of scheme under the smarter choices umbrella brand (depending on further discussions with WAG and other consortia);
- Monitor and provide advice on the programmes of work assigned to WAG's travel planning framework contractors, in particular the Personalised Travel Planning Initiatives within the Cardiff Sustainable Travel Centre area;
- Improve links to local authority and WAG planning, health, sustainability, environment, education and development departments, to raise awareness of the benefits of travel planning;
- Develop improved links to business organisations, by developing robust business cases for non statutory travel plans;

- Work to establish travel planning networks within identified sectors such as business parks, higher education and tourism;
- Support the promotion, development and marketing of smarter travel choices;
- Work with WAG and industry partners on the development, implementation and monitoring of the station travel plans, as required ;
- Work with other regional consortia and stakeholders to:
  - Develop and deliver an all Wales travel planning work programme;
  - Deliver the Travel Champion Training concept (a joint Traveline Cymru, Sustrans, consortia initiative to promote sustainable travel choices including car share and car club initiatives);
  - Develop a national standard for travel planning based on the BSI PAS 500, and establish a national award programme to recognize achievements;
  - Establish monitoring processes to measure the continued awareness, appropriateness and development of travel plans within public and business organisations.

## **6.6 Road Safety**

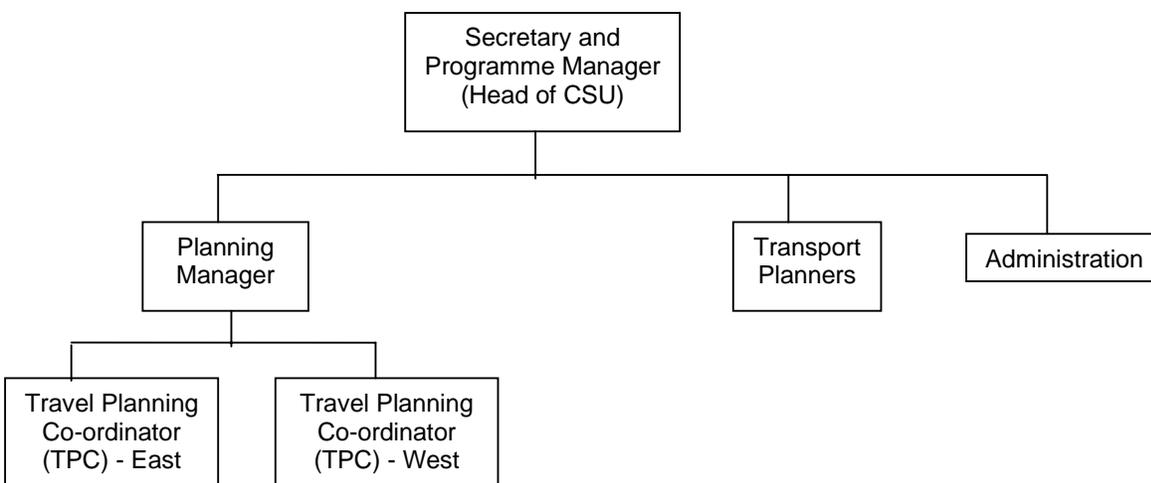
Sewta's Road Safety Working Group delivers the policies and actions highlighted in the RTP. It also fulfils the role of regional steering group for the All Wales GO SAFE Wales Casualty Partnership. Sewta's role in road safety is evolving as WAG funding arrangements are reviewed, and Sewta is asked to take on an enhanced role in co-ordinating funding. The year 2010 has marked the end of the existing Road Safety Strategy for Wales, and the beginning of a new direction based on the Department for Transport consultative document "A Safer Way – Consultation on Making Britain's Roads the Safest in the World". A major task resulting from the regional approach will be to rationalise existing arrangements and partnerships in order to deliver cost effective local and regional road safety initiatives. There will be a need to prepare a Sewta Regional Road Safety Strategy during 2011/12.

## **7. Sewta Corporate Resources**

### **7.1 Central Support Unit (CSU)**

The Sewta Central Support Unit is responsible for supporting and coordinating the work of Sewta and its working groups. The structure and resources of the unit for 2011/12 are set out below.

Figure 2



- **Secretary & Programme Manager** (lead officer) 100% FTE - Head of the Central Support Unit. Responsible for overall supervision of Sewta activity, management of CSU staff, and co-ordination of project and programme management duties.
- **Planning Manager** 100% FTE - Responsible for coordination of development of Regional Transport Plan, related strategies, plans and other policy statements / advice as required; scheme appraisal and programme assurance; and supporting the lead officer with co-ordination of project and programme management duties.
- **Transport Planners** 140% FTE - Provision of transport planning and programme management technical support to Secretary and Planning Manager, and leading specific technical topics.
- **Travel Plan Co-ordinators** 200% FTE - Co-ordination of Travel Plans throughout the Sewta area, delivery of the Smarter Choices Business Plan, and programme management support for travel planning grants.
- **Administrative Support** 150% FTE - Clerical support to the Board, servicing the Directorate and Groups, and supporting other CSU staff.

## **7.2 Central Support Unit Resources – Draft Budget 2011/12**

### Budgetary Pressures

7.2.1 The proposed budget for 2011/12 reflects a number of pressures for change which need to be resourced in the year ahead. On the programme management front, the indicative allocation for RTP grant, at £8.14m, represents an 11% reduction in funding. At the agreed level of 3% of the capital funding available, this would reduce the programme management budget from £270k in 2010/11 to £240k in 2011/12. However, in 2011/12 for the first time, Sewta will be responsible for programme management and monitoring of the Road Safety budget, with a value of £3.166m. A reduced programme management contribution of 1% has been agreed with the Sewta Road Safety Group for 2011/12 only. This will take the programme management budget to £270k.

### Revenue Budget

7.2.2 On the revenue front, the indicative allocation will make the same cash figure available for the coming year. With continuing inflation, and an increase in Capita Symonds' rates in accordance with the Joint Venture agreement, this represents a reduction in the real value of the revenue funding. Given the enhanced capital programme management role of Sewta for 2011/12, however, this pressure on the revenue budget is offset by shifting the balance of staff costs towards capital.

### Travel Plan Co-ordinators

7.2.3 The revenue funding for the Travel Plan Co-ordinators at £80k remains below the full staff and support costs. In 2010/11, this has been managed in part by capitalising an element of their costs, and this will need to continue in 2011/12.

### Reserves

7.2.4 In addition, as with the revenue budget in general, the excess of revenue expenditure over WAG funding is being managed by drawing on reserves. The 2010/11 revenue budget is dependent on a draw down from reserves of £50k. Current projections suggest that this can be contained to approx £40k. This will nonetheless reduce reserves from £118k to £78k. While this remains healthy in relation to the revenue budget as a whole (CIPFA target of 7.25% revenue), the extent to which the revenue budget can be sustained in this way will diminish over time. This is reflected in the budget proposals below, which rely on a draw down from reserves of £30k for 2011/12.

## *Sewta Corporate Budget 2010/11 – 2011/12*

Section	Ref Code	Project Title	2010/11 budget	2011/12 draft
Revenue	R011	CSU staff - policy work	145,142	126,776
	R012	CSU expenses - policy work	7,691	6,719
	R013	Administration & accounts auditing - revenue budget	5,000	5,000
	R014	RTP / APR / sub-strategies / report production / website / topic studies	20,000	17,000
	R015	Car share database license	4,167	4,167
	R016	RTP monitoring	10,000	10,000
	R017	Publicity advice (policy)	8,000	5,000
	R050	TPC staff	76,524	76,680
	R051	TPC - expenses and resources	3,476	8,658
<b>Total Revenue</b>			<b>£280,000</b>	<b>£260,000</b>
Programme Management	S001	CSU staff - PM work	138,865	167,918
	S002	CSU expenses - PM work	6,135	9,228
	S003	Administration & accounts auditing - PM budget	5,000	5,000
	S004	WeITAG	5,000	3,000
	S005	Sewta programme & project management	49,000	49,000
	S006	Business case development	20,000	16,000
	S007	Structural funds / External Funding	10,000	
	S008	Project scoping studies	17,000	12,854
	S009	Capital funding submissions	15,000	
	S010	Publicity advice (programme & projects)	4,000	
<b>Total Programme Management</b>			<b>£270,000</b>	<b>£270,000</b>
<b>Total Sewta Corporate Budget 2010/11</b>			<b>£550,000</b>	<b>£530,000</b>

Sewta Corporate Budget funding sources

Funding	2010/11 budget	2011/12 draft budget
WAG Revenue Grants	230,000	230,000
Reserves	50,000	30,000
Capital Grant – PM	270,000	270,000
<b>Total Corporate</b>	<b>£550,000</b>	<b>£530,000</b>
Reserves - start of year	118,216	78,216
Reserves – to be used	50,000	30,000
Reserves – proposed to be carried forward	68,216	48,216

*Sewta 2010/11 - 2011/12 CSU Staff Resources*

<b>Position</b>	<b>2010/11</b>	<b>2011/12</b>
Secretary / Head of CSU	50%	50%
Planning Manager	60%	50%
Transport Planner	40%	20%
Admin support	75%	75%
Travel Plan Coordinators	200%	187%
<b>Total revenue funded</b>	<b>425%</b>	<b>382%</b>
Programme Manager	50%	50%
Planning Manager	40%	50%
Transport Planner	100%	120%
Admin support	75%	75%
Travel Plan Coordinators	0%	13%
<b>Total capital funded</b>	<b>265%</b>	<b>308%</b>

## **8. Monitoring & Reporting**

### **8.1. Monitoring the Business Plan**

The foundation of Sewta's monitoring framework, including the relationship between this Business Plan and the RTP, is set out in Figure 3. In order to ensure that the Business Plan is effectively implemented, and that improvements are delivered, the actions and tasks identified in the plan will be monitored on a regular basis. Quarterly reports to Directorate and Board will ensure effective reporting on progress on programme management, on policy issues, and on use of budget. Specific actions derived from the RTP will be monitored against the details in the tables in Section 6.

### **8.2. Annual Report**

An annual report will be produced identifying progress against the actions and tasks identified in the Business Plan. An Annual Progress Report will need to be produced for the RTP, with the report for 2010-11 prepared early in 2011-12, combining these requirements with those of a Sewta annual report. WAG guidance on these matters has yet to be received.

### **8.3 Measuring Progress**

Sewta will continue to measure progress on three distinct fronts:

- Monitoring progress in implementing schemes, and making effective use of available resources;
- Measuring the success of policies and delivery against a range of indicators in terms of outputs and outcomes. This process is referred to in the RTP. Proposals have been presented to the Welsh Assembly Government and the other consortia in developing a monitoring framework that is workable, within realistic resources, and one which will provide an acceptable measure of success of RTP policies. Ongoing monitoring will be reported in the forthcoming Annual Report;
- Monitoring progress in achieving organisational change and improvement in the management of the Sewta business. Key issues in this regard will include:
  - Reviewing performance in programme and project management, including the role of the Programme Management Group;
  - Reviewing the revised interface with WAG and the other consortia through the All Wales Programme Management Group. (This has been meeting monthly since its first meeting in December 2010).

## **Appendix A: Sewta Corporate Aims and Objectives**

Sewta's core aim and objectives are set out in the agreement between member councils to establish the South East Wales Transport Board:

"The Board shall exercise its functions under this agreement so as to achieve the following core aim and objectives –

### Core Aim

Working for better co-ordinated and more effective transport for people and businesses in South East Wales;

### Objective 1

To work in partnership with the people and organisations with a stake in transport in South East Wales;

### Objective 2

To co-ordinate the delivery of an integrated transport strategy for South East Wales, seeking to influence the modal choice through an appropriate mix of transport projects and supporting policies in the transport and related fields;

### Objective 3

To promote the essential role of transport in economic and land use planning, and to influence land development to make the necessary provision for transport, and in particular public transport;

### Objective 4

To ensure that full account is taken of safety, sustainability and social inclusion in transport plans and schemes;

### Objective 5

To seek to increase the resources for transport for Wales, and to maximise the share available for South East Wales;

### Objective 6

To pursue common standards for transport across the whole of South East Wales, based on best practice; to seek cost-effective use of resources; and to identify and monitor targets to judge the success of its strategy;

### Objective 7

To drive the policy debate as a champion for transport, and in particular public transport; and to raise awareness of the role of local government in transport."

## **Appendix B: Functions of the Sewta Board**

The functions of the Sewta Board are set out in the agreement between member councils to establish the South East Wales Transport Board:

“The functions of the Board are:

- (a) to provide advice to the councils on strategic, regional and local policy and operational transportation issues relating to the area of South East Wales
- (b) to prepare regional strategies comprising transportation policies, proposals and programmes
- (c) to apply for external funding in pursuit of those regional strategies
- (d) to the extent only that they are resourced through external funding, to discharge the councils’ transportation functions in implementation of those regional strategies
- (e) to exercise such powers of the councils so as to achieve the satisfactory discharge of those functions and for the avoidance of doubt this includes obtaining advice and services and the appointment of staff
- (f) to respond to consultation exercises related to the boards business, and
- (g) to do such other things as are agreed by the councils to be dealt with by the board.”

## **Appendix C: RTP Policies, Core Activities and Actions**

The RTP contains thirty five policies and thirty four actions:

### **Policies:**

Planning Policy 1: Sewta supports improved public transport links between the 14 WSP key settlements, and equivalent neighbouring settlements in Mid and South West Wales and adjoining regions in England, and between the WSP key settlements, other core market towns (e.g. Monmouth) and their hinterlands.

Planning Policy 2: Sewta supports improved sustainable transport links to the 'Strategic Opportunity Areas' identified in the WSP.

Planning Policy 3: Sewta will seek to ensure that Local Development Plans, supplementary planning guidance and development control processes establish a pattern of land use that reduces the need to travel and maximises the potential for sustainable transport infrastructure and services (including car-free housing developments), secure contributions towards improvements to the transport network and ensure that all significant development proposals are accompanied by effective travel plans.

Planning Policy 4: Sewta opposes land use proposals which will adversely affect transport networks, or which will conflict with the objectives, policies and proposals of the RTP.

Planning Policy 5: Sewta supports the transport elements of regeneration and development programmes where they are to the benefit of RTP objectives, make provision for pedestrians, cyclists and public transport and do not adversely affect the operations of the highway network.

Walking & Cycling Policy 1: Sewta supports improved infrastructure for walking and cycling.

Walking & Cycling Policy 2: Sewta supports consistent regional design standards for walking and cycling infrastructure to improve provision for pedestrians and cyclists in new or regenerated developments.

Smarter Choices Policy 1: Sewta supports the promotion, development and marketing of sustainable travel choices (Smarter Choices agenda) including travel planning, home-working, teleconferencing, car sharing, car clubs and personal travel plans.

Rail Policy 1: Sewta supports improvements and further extensions to the regional rail system.

Rail Policy 2: Sewta supports capacity improvements to facilitate increased movement of freight by rail.

Bus Policy 1: Sewta supports further improvements to the regional bus network

Bus Policy 2: Sewta supports the introduction of a more efficient and effective bus regulatory system.

Bus Policy 3: Sewta supports regional quality standards for all bus services and the associated infrastructure.

Flexible Transport Policy 1: Sewta supports flexible transport services, including Demand Responsive Transport and Voluntary and Community Transport that compliment and enhance the mainstream transport system.

Integration Policy 1: Sewta supports further improvements and expansion of public transport interchanges and Park & Ride facilities.

Integration Policy 2: Sewta supports a single integrated ticketing system for the regional public transport network

Integration Policy 3: Sewta supports consistent high quality standards for public transport information provision across the region

Highway Policy 1: Sewta supports the management and maintenance of the regional road network to a uniform high standard.

Highway Policy 2: Sewta supports control of access to the regional roads network in the interests of highway safety and capacity.

Highway Policy 3: Sewta supports selective improvements to the regional highway system through make-better-use proposals

Highway Policy 4: Sewta supports selective improvements to the national highway system where they are to the overall benefit to RTP objectives.

Highway Policy 5: Sewta supports measures to ensure that the transport system is more resilient and less susceptible to the influences of climate change.

Demand Management Policy 1: Sewta supports demand management schemes such as road user charging or workplace parking levies, to reduce the demand for travel by car and to avoid increases in traffic that might otherwise occur.

Road Safety Policy 1: Sewta supports measures to reduce the number and severity of road traffic collisions and to improve road safety levels.

Car Parking Policy 1: Sewta supports a consistent approach to car parking standards across the region.

Car Parking Policy 2: Sewta supports the development of a regional car parking strategic framework and local car parking policies by member authorities.

Accessibility and Equality Policy 1: Sewta will take account of the needs of people or groups that experience difficulties more than most when using the transport system when developing plans, programmes or projects.

External Connections Policy 1: Sewta supports improved links between South East Wales and other parts of Wales and the UK, in particular by rail, coach and sea.

External Connections Policy 2: Sewta supports improved sustainable access to Cardiff International Airport.

Freight Policy 1: Sewta supports measures to improve the sustainability, efficiency and effectiveness of the transport of freight, including the transfer to rail and water where practical.

Freight Policy 2: Sewta supports improved access to key destinations such as major industrial sites, seaports, airports, rail hubs and freight interchanges, in particular by rail and water.

Freight Policy 3: Sewta supports provision of secure freight interchange sites and lorry parking sites, including overnight lorry parking.

Freight Policy 4: Sewta supports signing of the regional road network to assist effective and sustainable movement of freight across the region.

Tourism Policy 1: Sewta supports measures to improve access to tourism and leisure sites in South East Wales, especially by walking, cycling and public transport.

### **Actions:**

Planning Action 1: Sewta supports improved public transport links between the 14 WSP key settlements, and equivalent neighbouring settlements in Mid and South West Wales and adjoining regions in England, and between the WSP key settlements, other core market towns (e.g. Monmouth) and their hinterlands.

Planning Action 2: Sewta will seek to ensure that Local Development Plans contain appropriate planning obligations policies.

Planning Action 3: Sewta will seek to ensure that the location of public services is guided by the use of accessibility analysis, to ensure services are provided in locations that reduce the need to travel by car.

Walking & Cycling Action 1: Sewta will develop plans for improved walking and cycling infrastructure, including urban cycle networks, secure cycle parking provision, better cycle facilities at bus and rail stations and the reallocation of road space for walking and cycling.

Walking & Cycling Action 2: Sewta will develop common regional design standards for walking and cycling infrastructure to improve provision for pedestrians and cyclists in new or regenerated developments.

Walking & Cycling Action 3: Sewta will develop plans for the provision of cycle carrying facilities on trains and busses.

Smarter Choices Action 1: Sewta will implement an ongoing, high quality campaign promoting the importance of sustainable travel choices and the impact on health and well-being.

Smarter Choices Action 2: Sewta will continue to promote and develop a regional car sharing system

Smarter Choices Action 3: Sewta will assist, coordinate and monitor travel plan development and implementation.

Smarter Choices Action 4: Sewta member authorities will each develop, implement and monitor organisational travel plans for staff and visitors

Smarter Choices Action 5: Sewta will promote regional travel planning best practice advice and guidance.

Rail Action 1: Sewta will develop plans to improve the regional rail system, including plans for train/platform lengthening, line speed increases, frequency improvements, rolling stock improvements, station upgrades, capacity enhancements and to make services more accessible.

Rail Action 2: Sewta will develop plans to extend the rail system through line and station re-openings.

Bus Action 1: Sewta will develop measures that aim to reduce bus journey times and their variability, including the reallocation of road space, bus lanes, junction priority measures and civil parking enforcement.

Bus Action 2: Sewta will work with operators to improve the reliability, frequency and timetabling between services, and the quality of vehicles, including proposals to reduce vehicle emissions

Bus Action 3: Sewta will develop measures to improve accessibility to services, vehicles and infrastructure, and to enhance the safety and security of users

Bus Action 4: Sewta will develop regional standards to ensure concessionary passes are issued in a fair, timely and efficient manner, including a consistent approach to eligibility assessment and the retention of a common approach to operator reimbursement.

Flexible Transport Action 1: Sewta will develop a flexible transport initiatives that compliment and add to the mainstream transport system through an enhancement programme.

Integration Action 1: Sewta will develop plans for public transport interchanges at the 14 key settlements and other appropriate locations.

Integration Action 2: Sewta will develop consistent high quality criteria for interchange facilities to enable consistency across the region e.g. for signage, information and waiting facilities.

Integration Action 3: Sewta will develop plans for Park & Ride and Park & Share facilities across the region

Integration Action 4: Sewta will develop plans for integrated ticketing across the region, including consideration for smart-card based schemes, for cash-less ticketing and for off-vehicle purchase.

Integration Action 5: Sewta will develop a public transport information programme

Highways Action 1: Sewta will work with highway authorities to ensure highways are maintained and improved with minimum impact on the built, natural and historic environment.

Highways Action 2: Sewta will work with highway maintenance authorities to implement the highway asset management plan as required by the Traffic Management Act to a uniform high standard.

Highways Action 3: Sewta will develop a model traffic order, together with examples.

Highways Action 4: Sewta will develop a make-better-use programme to improve journey time reliability, reduce congestion, keep traffic moving, reduce the negative impact of traffic on people and the environment and support public transport proposals.

Road Safety Action 1: Sewta will develop a road safety strategic framework to enhance performance and achieve a greater consistency in delivery of road safety measures across the region.

Road Safety Action 2: Sewta will develop a road safety improvement programme for the region (if Road Safety Grant funding is devolved to Sewta).

Road Safety Action 3: Sewta will develop a Safe Routes in Communities programme for the region (if Safe Routes in Communities funding is devolved to Sewta).

Car Parking Action 1: Sewta will develop a regional car parking strategic framework.

Accessibility and Equality Action 1: Sewta will develop an Equality Impact Assessment of the RTP.

Freight Action 1: Sewta will develop plans to support the freight policies within the Wales Freight Strategy and the RTP.

Tourism Action 1: Sewta will work with tourism and visitor organisations to encourage the development and marketing of sustainable forms of access to tourism sites, including promotion of cycling opportunities such as cycle hire facilities for tourists.

## **Appendix D: Improvement Plan 2011-12**

<b>Task Activities</b>	<b>Responsibility</b>	<b>Commencement Date</b>	<b>Completion Date</b>
Review conclusions of Sewta Stage Gate Review	Secretary / Programme Management Group	April 2011	June 2011
Develop relationship with WAG / Rail industry / All Wales Rail Group	Secretary / Chair of Rail Group	April 2011	July 2011
Develop Annual Progress Report guidance with WAG / consortia / All Wales Policy Group	Planning Manager / Policy Group	May 2011	June 2011
Develop relationship with WLGA / consortia	Secretary / Chair of Directorate	May 2011	July 2011
Review Lessons Learned from Year One Capital Programme	Secretary / Programme Management Group	May 2011	July 2011
Prepare RTP Year One Annual Progress Report	Planning Manager / Policy Group	June 2011	September 2011
Review revised interface with WAG / consortia / All Wales Programme Group	Secretary / Directorate	June 2011	September 2011
Review Risk Management processes	Secretary / Programme Management Group	July 2011	October 2011
Feed Lessons Learned into 2012-13 Business Plan	Secretary / Directorate	September 2011	December 2011



<b>Report To:</b>	<b>Board 18<sup>th</sup> February 2011</b>	<b>Item 4</b>
<b>Report Subject:</b>	<b>RTP Delivery Plan 2011/12</b>	
<b>Report by:</b>	<b>Chair of Programme Management Group and Secretary &amp; Programme Manager</b>	

### 1. **Purpose**

This report provides an update on progress with the Regional Transport Plan Delivery Plan 2011/12

### 2. **Background**

- 2.1 At the Board meeting on 24 September 2010, Members agreed a framework for the preparation of the regional capital programme submission for 2011/12. During the subsequent months a review of the priority and deliverability of each scheme was undertaken.
- 2.2 Following the issuing of draft guidelines and an indicative allocation in January 2011 a RTP Delivery Plan 2011/12 was developed. A first Working Draft was submitted to WAG on 1 February 2011.
- 2.3 At the Board meeting on 11 February, Members approved a RTP capital programme for 2011/12 for submission to WAG and gave authority to officers, in consultation with the Chair and Vice-Chair of the Board, to complete the Delivery Plan submission.

### 3. **Present Position**

- 3.1 Also on 11 February Sewta received feedback from WAG on its Working Draft RTP Delivery Plan 2011/12. Key points were:
  - The Sewta submission needed to be strengthened in terms of contextual information and monitoring information
  - The bids for preparatory works and studies need to be lower
  - The submission should not include a bid for Station Travel Plans
  - The information on the individual schemes was clearly presented, but there were many incomplete bids
  - Further information on road safety should be provided.
- 3.2 While the feedback is disappointing, it has to be recognised that the Working Draft

submitted on 1 February did contain a large number of gaps due to time constraints. Concerning the WAG comments on preparatory works and studies and Station Travel Plans, an amended capital programme Delivery Schedule was prepared to reflect this advice. This, together with some technical adjustments allowed proposed expenditure on a number of other schemes to be increased.

- 3.3 The final capital programme Delivery Schedule is attached as appendix A. Table 1 below shows changes from the Delivery Schedule previously agreed by Board. The amended proposal was approved by the Chair of the Board prior to submission to WAG.

Table 1:

Proposal	Lead authority	Allocation agreed 11 Feb	Final allocation Proposal
Preparatory works & studies (walking & cycling, rail, bus, integrate, highways, road safety, inter-modal studies)	Sewta/Torfaen	£1104k	£734k
Station Travel Plans	Sewta/Torfaen	£50k	0
Retentions	Sewta/Torfaen	£40k	0
Rhymney Valley Linear Route	Caerphilly	£100k	£165k
Pontnewynydd Industrial Estate Cycle Route, Pontypool	Torfaen	£50k	£100k
Chepstow Road Cycle Route, Langstone	Newport	£100k	£250k *
Cardiff Central Interchange	Cardiff	£185k	£250k
Brynmawr Bus Station	BG	£180k	£280k
Aberdare P+R extension	RCT	£200k	£250k *

\* = enables scheme to be completed in 2011/12

- 3.4 The Draft Delivery Plan Guidelines also require the inclusion of a reserve list. This reserve list must contain schemes worth at least 10% of the value of the capital programme (i.e. at least £810.4k), no upper limit is stipulated. Sewta has developed a reserve list that substantially expands the capital programme. For a number of schemes and programmes no final figure of additional / accelerated expenditure can be given at the moment, these are mainly small schemes programmes that await development off / bids for schemes within the programme or schemes where design is currently underway or phased schemes that require the completion of phases. It is expected that final figures will be confirmed in May / June. The reserve list is attached as appendix C. A programme summary by mode is attached as appendix B.
- 3.5 It is expected that WAG's decision on the Delivery Plan, and allocation offer letters to Sewta and local authorities, will be received later this month. For 2010/11, Board gave delegated authority to officers to determine the detailed composition of smaller schemes, and preparatory works and studies programmes. It is proposed to follow this approach for 2011/12.

#### 4. Proposal for Action

As soon as the approved programme is announced by WAG, Sewta will need to consider any implications and further actions required in accepting the anticipated offer of WAG funding, officers will need to undertake to discharge any necessary actions or conditions attached to the WAG offer.

#### 5. Recommendation

That the Board

- agrees the final RTP Delivery Plan 2011/12 submission;
- gives authority to officers to undertake any necessary actions relating to conditions in the WAG offer letter and
- approves delegation of authority to officers to determine the detailed composition of smaller schemes, preparatory works and studies programmes.

Financial Implications	The preparation of the funding submission document and management of the approved programme is included within Sewta's programme management budget. All funding allocations from WAG in response to the Delivery Plan submission will be received by the individual authorities concerned in the form of RTP Grant, including Torfaen CBC as Sewta lead financial authority
Staffing / Personnel Implications	The activities referred to in this report are a priority for CSU staff, but will continue to necessitate substantial input from council staff.
Consultation	This report reflects previous decisions by the Board and discussions at the Sewta Directorate, Programme Management Group, Policy Group and working groups.
Reasons (Sewta Objectives)	The actions proposed in this report will help to advance Sewta's objectives 2 and 6, delivering the transport strategy through an appropriate mix of projects, and seeking the cost-effective use of resources.

**Appendix A****RTP capital programme Delivery Schedule 2011/12**

<b>code</b>	<b>name</b>	<b>lead authority</b>	<b>2011-12</b>
<b>Walking &amp; Cycling Section</b>			
WCS02	Monmouth Links Connect 2	Monmouth	<b>200</b>
WCS09	North Cardiff Community Route	Cardiff	<b>100</b>
WCS10	Rhymney Valley Linear Route	Caerphilly	<b>165</b>
WCS11	Pont-y-Werin Connections, Penarth	VOG	<b>330</b>
WCS14	Trefforest Connect 2	RCT	<b>100</b>
WCS25	Llynfi Valley (phase 1), Maesteg	Bridgend	<b>50</b>
WCS32a	Caerphilly Radial Routes (Senghenydd - Caerphilly)	Caerphilly	<b>170</b>
WCS35	Treforest - Tonteg	RCT	<b>608</b>
WCS37	Vale of Glamorgan NCN88	VOG	<b>50</b>
WCS39	Garw Valley	Bridgend	<b>35</b>
WCS40	Pontnewynydd Industrial Estate, Pontypool	Torfaen	<b>100</b>
WCS41	Chepstow Road, Langstone	Newport	<b>250</b>
WCS42	Aberfan - Pontygwaith	MT	<b>150</b>
WCSS1	Smaller schemes – Travel Plan Grant Programme	Sewta / Torfaen	<b>100</b>
WCSS2	Smaller schemes – Core Route Enhancement Programme	Sewta / Torfaen	<b>100</b>
<i>Walking &amp; Cycling total</i>			<b>2508</b>
<b>Rail section</b>			
RASS1	Smaller Schemes – National Station Improvement Programme	Sewta / Torfaen	<b>230</b>
<i>Rail total</i>			<b>230</b>
<b>Bus section</b>			
BUS03	Cardiff A470 Corridor Bus Priority	Cardiff	<b>300</b>
BUS04	Cardiff Western Corridor Bus Priority	Cardiff	<b>50</b>
BUS07	Pontypridd Town Bus Priority	RCT	<b>200</b>
BUS08	Blaenavon - Newport Corridor Bus Priority	Torfaen	<b>782</b>
BUS09	Blaengarw / Maesteg - Bridgend Corridor Bus Priority	Bridgend	<b>130</b>
BUS11	Pontypridd - Cardiff Corridor Bus Priority	RCT	<b>450</b>
BUSS1	Smaller Schemes – Community Transport Enhancement	Sewta / Torfaen	<b>100</b>
BUSS2	Smaller Schemes – Bus Stop Upgrade Programme	Sewta / Torfaen	<b>100</b>
<i>Bus total</i>			<b>2112</b>
<b>Integration section</b>			
IIS02	Bridgend Station Interchange	Bridgend	<b>637</b>
IIS04	Cardiff Central Station Interchange	Cardiff	<b>250</b>
IIS12	Brynawr Bus Station	BG	<b>280</b>
IPS01	Caerphilly station P+R access road	Caerphilly	<b>40</b>
IPS09	Barry Waterfront station P+R	VOG	<b>560</b>
IPS22	Pencoed station P+R	Bridgend	<b>25</b>
IPS24	Sarn station P+R	Bridgend	<b>14</b>
IPS28	Aberdare station P+R extension	RCT	<b>250</b>
<i>Integration total</i>			<b>2056</b>
<b>Highways section</b>			

HIS01	MBU Junction improvements Ebbw Vale, Mountain Rd	BG	<b>150</b>
HIS02	MBU Junction improvements Pontypool, A4043	Torfaen	<b>110</b>
<i>Highways total</i>			<b>260</b>
<b>Road safety section</b>			
Various local authority road safety schemes		all	<b>3116</b>
<i>Road safety total</i>			<b>3116</b>
<b>Corporate section</b>			
COR01	Sewta Preparatory Works & Studies (walking & cycling, rail, bus, integrate, highways, road safety, inter-modal studies)	Sewta / Torfaen	<b>734</b>
COR02	Sewta programme management (incl. financial and progress monitoring, incl. programme management of road safety expenditure)	Sewta / Torfaen	<b>270</b>
COR03	Sewta output and outcome monitoring	Sewta / Torfaen	<b>20</b>
<i>Corporate total</i>			<b>1024</b>
<b>Total Road Safety Grant</b>			<b>3166</b>
<b>Total RTP capital programme</b>			<b>8140</b>
<b>TOTAL</b>			<b>11306</b>

## Appendix B

### RTP Five Year Programme – Programme summary year 1+2

	<b>5YP target</b>	<b>2010-11 approved</b>		<b>2011-12 programme</b>		<b>Y1+2 total</b>	
Walking & Cycling programme	8%	2,830	7%	2,608	17%	<b>5,438</b>	<b>10%</b>
Rail development programme	2%	640	2%	360	2%	<b>1,000</b>	<b>2%</b>
Bus programme	22%	1,810	5%	2,232	14%	<b>4,042</b>	<b>8%</b>
Integrate programme	22%	3,030	8%	2,146	14%	<b>5,176</b>	<b>9%</b>
<i>Highways MBU programme</i>		240	1%	434	3%	<b>674</b>	<b>1%</b>
<i>Highways Transport Grant legacy programme</i>		29,767	76%	7,571	48%	<b>37,338</b>	<b>68%</b>
Highways total programme	44%	30,007	77%	8,005	51%	<b>38,102</b>	<b>70%</b>
Corporate	2%	600	2%	360	2%	<b>960</b>	<b>2%</b>
<b>Local / Regional transport capital programme total</b>		<b>38,917</b>	<b>100%</b>	<b>15,711</b>	<b>100%</b>	<b>54,628</b>	<b>100%</b>

**Appendix C****RTP capital programme Delivery Schedule 2011/12 reserve list**

<b>code</b>	<b>name</b>	<b>lead authority</b>	<b>2011-12</b>
<b>Walking &amp; Cycling Section – reserve list</b>			
WCS09	North Cardiff Community Route	Cardiff	<b>400 tbc</b>
WCS10	Rhymney Valley Linear Route	Caerphilly	<b>465 225</b>
WCS12	Llantrisant Community Route	RCT	<b>10</b>
WCS13	Links to Church Village Community Route	RCT	<b>10</b>
WCS14	Trefforest Connect 2	RCT	<b>400 200</b>
WCS31	Cardiff Ely Trail to Taff Trail links	Cardiff	<b>300</b>
WCS32b	Caerphilly Basin Radial Routes (Bedwas - Caerphilly)	Caerphilly	<b>220</b>
WCS36	Bargoed Links	Caerphilly	<b>150</b>
WCS37	Vale of Glamorgan NCN88	VOG	<b>50 tbc</b>
WCS38	Bridgend - Pencoed	Bridgend	<b>965</b>
WCS40	Pontnewynydd Industrial Estate, Pontypool	Torfaen	<b>400 150</b>
WCSS1	Smaller schemes – Travel Plan Grant Programme	Sewta / Torfaen	<b>400 tbc</b>
WCSS2	Smaller schemes – Core Route Enhancement Programme	Sewta / Torfaen	<b>400 tbc</b>
<b>Rail section – reserve list</b>			
RASS1	Smaller Schemes – National Station Improvement Programme	Sewta / Torfaen	<b>230 tbc</b>
<b>Bus section – reserve list</b>			
BUS03	Cardiff A470 Corridor Bus Priority	Cardiff	<b>300 tbc</b>
BUS07	Pontypridd Town Bus Priority	RCT	<b>200 tbc</b>
BUS08	Blaenavon - Newport Corridor Bus Priority	Torfaen	<b>782 960</b>
BUS11	Pontypridd - Cardiff Corridor Bus Priority	RCT	<b>450 tbc</b>
BUSS1	Smaller Schemes – Community Transport Enhancement	Sewta / Torfaen	<b>400 tbc</b>
BUSS2	Smaller Schemes – Bus Stop Upgrade Programme	Sewta / Torfaen	<b>400 tbc</b>
<b>Integration section – reserve list</b>			
IIS12	Brynawr Bus Station	BG	<b>280 890</b>
INSS2	Smaller Schemes – Interchange Enhancement Programme	Sewta / Torfaen	<b>400 tbc</b>
<b>Highways section – reserve list</b>			
HISS1	Smaller Schemes – Additional MBU junction improvements	Sewta / Torfaen	<b>tbc</b>
<b>Corporate section – reserve list</b>			
COR01	Sewta preparatory works and studies	Sewta / Torfaen	<b>734 tbc</b>



<b>Report To:</b>	<b>Board 18<sup>th</sup> March 2011</b>	<b>Item 5</b>
<b>Report Subject:</b>	<b>Gwent &amp; Vale of Glamorgan Stations Car Parking Assessment</b>	
<b>Report by:</b>	<b>Chair Sewta Rail Working Group</b>	

## 1. Purpose

- 1.1 To report on a study of car parking at rail stations in the Vale of Glamorgan and on Gwent rail lines, and to seek endorsement for the next steps.

## 2. Background / Present Position

- 2.1 Previous studies have been undertaken to assess the demand for car parking on a number of the rail lines in the Sewta area (such as Rhymney and Maesteg Lines), to inform the development of park and ride schemes at a number of stations. The Sewta Rail Group agreed to commission a study looking at car parking at stations on the Vale of Glamorgan, and Gwent Lines (i.e Abergavenny to Newport, and Chepstow to Newport.), again with the purpose to inform the development of possible park and ride schemes on the three lines.
- 2.2 The full report is available to download from the [www.gettravelwise.com](http://www.gettravelwise.com) website, and outlines the methodology and the analysis undertaken at the following thirteen stations (Abergavenny, Pontypool and New Inn, Cwmbran, Chepstow, Caldicot and Severn Tunnel Junction; Cogan; Eastbrook, Dinas Powys, Dingle Road, Penarth, Rhoose and Llantwit Magor). For each station, the catchment areas were quantified, current and future demand were assessed, and possible opportunities for further car parking provision were investigated.
- 2.3 The general conclusions of the report were that suppression of parking demand took place at a number of locations, namely Penarth, Cwmbran, Abergavenny, Severn Tunnel Junction and Chepstow stations. Whilst the analysis suggested there was no current suppression of demand at the likes of Cogan and Eastbrook stations, forecasting to 2018 suggested that there would be a shortage of parking at these two sites. For Rhoose and Llantwit Major stations, the report suggested there had been a fall in parking demand – though some of this may be attributable to the current train service frequency.
- 2.4 At Pontypool and New Inn station, analysis suggested that there was no suppression of car parking – but evidence that Cwmbran was providing an alternative railhead given the greater frequency of train service at this station, compared to Pontypool and New Inn.

- 2.5 For Dingle Road, Dinas Powys and Caldicot stations, the largely “walk to” catchment areas for those stations meant that the opportunities for improving parking was limited, if any suppression of parking occurred.

**3. Proposal for Action**

- 3.1 Since the report was completed, its analysis and findings have been used in a number of other studies being undertaken by Sewta. The Marches Line and Chepstow Line rail studies are analysing possible schemes at each of the stations on the lines, with separate and more detailed studies being undertaken at Pontypool and New Inn, Chepstow and Severn Tunnel Junction stations.
- 3.2 At the Vale of Glamorgan stations, Penarth was identified as the station with the highest level of suppressed parking demand. However, discussion with the Vale of Glamorgan Council has confirmed that the opportunities to increase the level of car parking at Penarth would be limited, and likely to be opposed given its impact on increasing traffic accessing the town. The report recommends that improvements at Cogan station be further looked at, to alleviate the parking demand at Penarth. It is understood that the Vale of Glamorgan Council intends to seek Sewta funding to move this proposal forward.

**4. Financial Implications**

- 4.1 The actions proposed are consistent with the Sewta Business Plan 2011/12, and Sewta Regional Transport Plan 2011/12, with any proposals to further develop schemes being the subject of discussion at Sewta Integration, Rail and Programme Management Groups, before final approval for main schemes in future years by the Sewta Board.

**5. Staffing / Personnel Implications**

- 5.1 None

**6. Consultation**

- 6.1 The Sewta Rail Working Group, Sewta Integration Group, Welsh Assembly Government and rail industry stakeholders have been consulted on the report.

**7. Recommendations**

- 7.1 That the report and its proposals be noted, and endorsed.

## **AGENDA ITEM 6**

### **Electrification of the Main line and Valley lines (Chair of Sewta Rail Working Group)**

Verbal Report



<b>Report To:</b>	<b>Board – 18<sup>th</sup> March 2011</b>	<b>Item 7</b>
<b>Report Subject:</b>	<b>Regional Transport Plan Five Year Programme – Capital Programme 2010/11</b>	
<b>Report by:</b>	<b>Chair of Programme Management Group and Secretary / Programme Manager</b>	

## 1. **Purpose**

At its meeting on 18<sup>th</sup> February 2011, Board were advised of progress in taking forward the delivery of the first year of the Regional Transport Plan (RTP) Five Year Programme. This report provides a further update on the delivery of the programme.

## 2. **Background / Present Position**

- 2.1 A copy of the approved programme for 2010/11, (value £9.152m) is attached as Appendix A. The table includes changes agreed by Sewta's Programme Management Group at its meeting on 15<sup>th</sup> February. The programme total remains at £9.152m. The funding re-allocations now agreed will enable the bulk of the £1.8m reserve list of schemes prepared in October to be delivered, without the need for any addition to the total allocation available.
- 2.2 Monitoring of progress in scheme delivery indicates that spend to the end of January (month 10) stood at £4.399m, representing 48% of available spend. Projections of spend at the time of writing indicate £6.824m (74%) by the end of February, and 100% by year end.
- 2.3 Given the level of spend remaining to be delivered, there are risks that delivered spend by the end of the financial year may be less than the allocation. There will be risks of slippage due to weather and other unforeseen issues. In addition, schemes will generally include a level of provision for contingency, and with many schemes now due for completion close to the financial year end, unused contingency figures will only be known at a very late stage.
- 2.4 Accordingly, the Programme Management Group have agreed a level of over-

commitment. The value of this over-commitment is estimated at £409,000, or 4.5% of the programme value. While this raises the potential risk of overspend, the Programme Management Group have agreed a risk management strategy to mitigate this risk. The Welsh Assembly Government acknowledges that every effort is being made to achieve a full level of spend. Notwithstanding these measures, however, WAG takes the view that a risk of underspending remains, and accordingly it has reduced the total Sewta allocation by £100k (1.1%) to £9,052,000.

2.5 A summary statement of the progress of each scheme in the approved programme is provided in Appendix B.

**3. Sewta 2010/11 Preparatory Works, Corporate Studies & Smaller Schemes Programmes**

3.1 In accordance with the WAG funding approval, and agreed delegations, a number of further schemes have now been approved. Details can be found in Appendices C & D.

3.2 Monitoring of progress in scheme delivery indicates that spend to the end of January for Preparatory Works, Small Schemes and Corporate Studies stood at £1.09m, 31% of the total.

**4. Financial Implications**

The RTP Grant funding referred to in this report has been made available by WAG to the unitary authorities. In the event of over-committed expenditure being incurred, funding will be drawn down against allocations in 2011/12.

**5. Staffing / Personnel Implications**

The proposals can be delivered within the staffing resources set out in the Sewta Business Plan for 2010/11.

**6. Recommendation**

That the progress made on this year's capital programme be endorsed.

**Appendix A**      **Regional Transport Plan Grant 2010-11: Accepted Expenditure**  
**at 1<sup>st</sup> March 2011 (£k) – changes from last report in italics**

	Original Allocation	Revised Allocation
<b>Walking &amp; Cycling Schemes</b>		
S Griffin route to Abertillery & Aberbeeg	400	<i>260</i>
Llynfi Valley Cycle route phase 1	200	<i>160</i>
Caerphilly Basin Radial Routes	350	350
Trevithick Trail Connect 2, Merthyr Tydfil	130	130
Monmouth Links Connect 2	200	<i>150</i>
Malpas to Betws Link, Newport	250	300
Cleppa Park to Bassaleg School, Newport	300	<i>200</i>
Treforest Connect 2	150	100
Treforest – Tonteg	272	<i>318</i>
Kays & Kears / Gilchrist Thomas Ind Estate	150	150
Pont-y-Werin Connections, Vale of Glamorgan	300	300
		<b>2,418</b>
<b>Bus Schemes</b>		
A470 bus corridor improvements, Cardiff	500	<i>434</i>
Western bus corridor, Cardiff	100	<i>50</i>
Bus stop enhancements, Merthyr Tydfil	100	100
Pontypridd Bus priority	190	<i>130</i>
Pontypool to Newport corridor	30	80
Merrie Harrier, Vale of Glamorgan	500	<i>458</i>
		<b>1,252</b>
<b>Interchange Schemes</b>		
Bridgend Transport Interchange	620	<i>13</i>
Pencoed station park & ride	200	<i>178</i>
Sarn station park & ride	130	<i>66</i>
Caerphilly station park & ride	110	<i>80</i>
Pentwyn park & ride / park & share phase 2	900	<i>1,000</i>
Cardiff SW corridor park & ride / park & share	100	0
Severn Tunnel Junction Interchange	40	40
Porth Interchange	250	295
Barry Waterfront Park & Ride	0	<i>191</i>
Tredegar Bus Station	0	<i>215</i>
		<b>2,078</b>
<b>Corporate Schemes</b>		
Sewta Programme Management	270	<i>240</i>
Sewta Corporate Studies	330	<i>241</i>
Sewta Preparatory Works and Small Schemes	2,080	<i>3,332</i>
Over-commitment		<i>-409</i>
WAG Re-allocation		<i>-100</i>
<b>TOTAL</b>	<b>9,152</b>	<b>9,052</b>

**Appendix B – Statement of Progress, RTPG Schemes 2010/11: At 31<sup>st</sup> January 2011**

£k	Original Allocation	Revised Allocation	Progress Comment	Variation from Original Allocation
<b>Walking &amp; Cycling Schemes</b>				
S Griffin route to Abertillery & Aberbeeg	400	260	Construction ongoing.	Lower than estimated tender value.
Llynfi Valley Cycle route phase 1	200	160	Approval to award contract received from Sewta and Value Wales. Pre-award meeting held and contract awarded. Scheme to start w/b 21st February.	Reduced costs and scope of scheme, by removal of artworks due to concerns over maintenance, and reduction in BCBC staff costs.
Caerphilly Basin Radial Routes	350	350	Senghenydd to Abertridwr link - works substantially complete. St. Cenydd Bridge to Caerphilly Town Centre link - works commenced 24.1.11.	
Trevithick Trail Connect 2, Merthyr Tydfil	130	130	Construction ongoing.	
Monmouth Links Connect 2	200	150	Design work on overall Monmouth Links still being progressed along with further consultation with statutory undertakers and WAG Trunk Roads division. Planning Application approved. Tenders returned for main contract which will extend into next financial year.	Contract extending into next financial year.
Malpas to Betws Link, Newport	250	300	Construction ongoing -Two of three bridges in place and 3rd (over canal) completed for	Funding moved from Cleppa Park to Bassaleg School Scheme.

			delivery on site within next two weeks.	
Cleppa Park to Bassaleg School, Newport	300	200	Construction ongoing.	Estimated Traffic Management costs not realised
Treforest Connect 2	150	100	Commission Design. Third party liaison. Planning application preparation.	Third party delays relating to securing permission for location of bridge.
Treforest – Tonteg	272	272	Commenced on site 24th January.	
Kays & Kears / Gilchrist Thomas Ind Estate	150	150	Works 90% complete with shared cycle footway	
Pont-y-Werin Connections, Vale of Glamorgan	300	300	Cogan leisure scheme on site. Arcott St commencing 16th Feb with Dingle Park to follow.	
<b>Bus Schemes</b>				
A470 bus corridor improvements, Cardiff	500	434	Detailed design completed. Tenders received.	Re-profiled for early completion in 2011/12.
Western bus corridor, Cardiff	100	50	Contract awarded.	Tender costs below estimate.
Bus stop enhancements, Merthyr Tydfil	100	100	50 of bus stop improvements completed.	
Pontypridd Bus priority	190	130	Study ongoing.	Feasibility studies are still being progressed, which have thrown up issues prior to progress to Preliminary Design stage.
Pontypool to Newport corridor	30	80	Commenced surveys, still awaiting information from statutory undertakers.	Increased scope of works to include full design.
Merrie Harrier, Vale of Glamorgan	500	458	Bus lane works substantially complete and lane opened to bus traffic. Scheme opening approx 4 weeks ahead of schedule.	Scheme delivered under RTP Grant budget, due to use of Transport Grant carried forward funding from 2009/10.
Tredegar Bus Station	0	215	Tenders return.	New scheme funded from

				savings on other schemes.
<b>Interchange Schemes</b>				
Bridgend Transport Interchange	620	13	Continued land negotiations with BT. Further discussions with Network Rail regarding Agreements.	Negotiations with Network Rail and other land owners prevented full expenditure of grant.
Pencoed station park & ride	200	178	Contract progressing.	Costs below estimates
Sarn station park & ride	130	66	Started on site.	Costs below estimates.
Caerphilly station park & ride	110	80	Negotiations are ongoing with agents acting for vendors and solicitors are progressing cases where compensation has been agreed.	Difficulty in forecasting land associated payments. Claims payable this financial year lower than forecast.
Pentwyn park & ride / park & share phase 2	900	1,000	Landscaping now largely complete; vehicle recognition system now complete. Additional works to prepare for DWW main diversion commenced; identification of CCTV costs from CCC (allocation now to be made).	Additional funding awarded for increased scope of works.
Cardiff SW corridor park & ride / park & share	100	0	N/A	Scheme not viable for progression after output of feasibility study.
Severn Tunnel Junction Interchange	40	40	January 2011 Stakeholder Workshop - with Chepstow Interchange Study. Additional meeting with Local Members and Cabinet Member.	
Porth Interchange	250	295	Work complete.	Additional area included in works to ensure full completion of rationalisation of bus stops.
Barry Waterfront Park & Ride	0	191	Tenders evaluated and contract	New project awarded funding,

			let to Dyer and Butler. Commenced on site 2nd February. Contract programmed until 25th March 2011.	due to savings on other schemes
<b>Corporate Schemes</b>				
Sewta Programme Management	270	240	Spend ongoing	Spend managed to free up resources for scheme delivery
Sewta Corporate Studies	330	241	Schemes awarded and progress ongoing	Savings utilised in other areas of programme.
Sewta Preparatory Works and Small Schemes	2,080	3,332	Schemes awarded and progress ongoing	Increase in budget allocation due to savings in other areas of the programme.
Overcommitment		-409		
<b>TOTAL</b>	<b>9,152</b>	<b>9,152</b>		

<b><u>Appendix C</u></b> <b><u>Preparatory Works &amp; Corporate Studies Programmes</u></b> <b><u>2010/11 - Scheme Allocations to 1<sup>st</sup> March 2011</u></b>	<b>£k</b>
<i>changes from last report in italics</i>	
<b><u>Walking &amp; Cycling Schemes</u></b>	
Cynon Valley Cycle Route	15
Monmouth Links – Connect 2	25
Ely Trail to Taff Trail Link, Cardiff	15
Bridgend to Pencoed Cycle Route	16
Caerphilly Basin Radial Routes	20
Pont y Werin Connections, Vale of Glamorgan	30
Walking & Cycling – Benchmarking & Best Practice	8
<i>Bryn Tunnel, Pontllanfraith</i>	8
<i>Cardiff Castle Moat Cycletrack</i>	0
<i>Windsor Place, Cardiff</i>	0
<i>Garw Valley Cycle Route</i>	12
<i>Rhymney Valley Linear Cycle Route</i>	10
<i>Llynfi Valley Cycle Route Phase 2</i>	20
<i>Barry to Dinas Powys</i>	20
<i>Links to Church Village Bypass Community Cycle Route</i>	53
<i>Llantrisant Community Cycle Route</i>	52
<i>Pontnewynydd, Pontypool</i>	10
<i>Bargoed Links</i>	10
<i>Penarth to Sully</i>	10
<i>Chepstow Road, Langstone</i>	10
<i>Aberfan to Pontygwaith</i>	15
<i>Cwm to Royal Oak</i>	17
<b>Total Walking &amp; Cycling Schemes</b>	<b>376</b>
<b><u>Rail Schemes</u></b>	
Ebbw Valley Railway	9
Abergavenny – Cardiff Rail Line – Improved Frequencies and New Stations study	63
Gloucester – Chepstow – Cardiff Rail Line – Improved Frequencies and Llanwern Station study	64
Brackla Station	20
<i>Llanwern Station</i>	20
<i>Pye Corner &amp; Crumlin Stations</i>	66
<i>Abertillery Station</i>	36
<i>Tram – Train Brief</i>	4

<b>Total Rail Schemes</b>	<b>282</b>
<b><u>Bus Schemes</u></b>	
Blaengarw and Maesteg to Bridgend Corridors	83
Pontypridd to Cardiff Corridor	107
<b>Total Bus Schemes</b>	<b>190</b>
<b><u>Interchange Schemes</u></b>	
<i>Brynmawr Bus Interchange</i>	42
Chepstow Station Park & Ride and Bus Access Improvements	30
<i>Merthyr Tydfil Bus Interchange</i>	0
Pontypool & New Inn Station Park & Ride	5
<i>Tredegar Bus Station</i>	52
<i>Cardiff Central Bus Station Redevelopment</i>	131
<i>Aberdare Station Park &amp; Ride</i>	28
<b>Total Interchange Schemes</b>	<b>288</b>
<b><u>Road / Making Better Use Schemes</u></b>	
<i>A4046 North Ebbw Vale Access Study</i>	160
Highways Making Better Use Programme / Junction Assessments	90
<i>Highways Making Better Use Programme / Scheme Development</i>	110
<i>North Torfaen Regeneration Scheme</i>	9
<i>Aberdare Bypass Extension</i>	20
<b>Total Road / Making Better Use Schemes</b>	<b>389</b>
<b><u>Corporate Studies</u></b>	
<i>Audit of Walking &amp; Cycling Access to Bus &amp; Rail Stations</i>	14
<i>Rail Strategy Update &amp; Review</i>	70
Highways Making Better Use Programme / Major Problem Areas Study	100
<i>Rail Park &amp; Ride Charges Study</i>	12
<i>Rail / Bus Service Integration Study</i>	32
<i>Interchange Best Practice Audit</i>	13
<b>Total Corporate Studies</b>	<b>241</b>
<b>Total Preparatory Works &amp; Corporate Studies Programmes</b>	<b>1,767</b>

<b><u>Appendix D</u>      <u>Smaller Schemes Programmes 2010/11 - Scheme</u> <u>Allocations to 15<sup>th</sup> February 2011</u></b>	<b>£k</b>
<b>Walking &amp; Cycling Schemes</b> Blaenavon, Cardiff, Maesycwmmer, Mamhilad, Merthyr Tydfil, Newport, Sarn, Tonyrefail	753
<b>Bus Stop Upgrade Programme</b> – Barry, Blaenavon, Brynmawr to Llanhilleth, Caerphilly, Cwmbran, Gilfach Goch, Monmouth, Newport, Pontypool, Pontypridd & Rhondda.	211
<b>Station Improvement Programme (NSIP+)</b> – Aberdare, Bargoed, Barry, Barry Island, Caerphilly, Caldicot, Cardiff Bay, Cathays, Coryton, Danescourt, Heath Low & High Levels, Llandaff, Merthyr Tydfil, Ninian Park, Penarth, Pengam, Pontypool & New Inn, Porth, Radyr, Rhymney, Taffs Well, Treforest, Treforest Estate, Treherbert, Ty Glas, Waungron Park & Ystrad Mynach	357
<b>Real Time Information - Newport</b>	68
<b>Interchange Enhancement Programme</b> – Aberdare, Abergavenny, Bridgend, Cardiff, Chepstow, Dinas Powis, Nelson, Pontypool, Pontypridd, Talbot Green, Tonypany, Ystrad Mynach.	77
<b>Travel Plan Grants</b>	138
<b>Community Transport Grants</b>	139
<b>Highways Schemes</b> - Dinas Powis	65
<b><u>Total Smaller Schemes</u></b>	<b>1,806</b>



### **Partner update: Passenger Focus – February 2011**

#### *Rail satisfaction at 85% in SEWTA*

The Autumn 2010 wave of the National Passenger Survey (NPS), which collects the views of 25 000 rail users across Britain on their satisfaction with train services and stations, was released on 26<sup>th</sup> January 2011. In the survey, ATW recorded an overall satisfaction of 87%, up 1% on a year ago, while FGW maintained its score at 82%. In the SEWTA area, overall satisfaction (all train companies) was 85%, which was the same as the average for all of Wales. The highest scores in the SEWTA area were recorded for journey length/speed (89%) and how requests to station staff were handled (89%), while the lowest scores were how train companies dealt with delays (35%) and station facilities/services (35%)

#### *More trains promised for Chepstow*

Arriva CrossCountry has announced that it will increase the number of train services stopping at Chepstow from the next timetable change at 24 May 2011. The additional services will increase the number of CrossCountry services calling at Chepstow to ten in each direction on Mondays to Saturdays. The increase is initially on a trial basis to assess demand, so continuing efforts to develop usage at the station such as increasing the availability of car parking remain very important. The introduction of the new services reflects calls for more services from both Passenger Focus and SEWTA, as well as concerted campaigning from local user groups such as Better Trains 4 Chepstow and Severn Tunnel .

#### *Commitment to improving accessibility and stations welcomed*

Passenger Focus has welcomed a commitment from the Welsh Assembly Government to further develop accessibility and station management requirements in the next Wales and Borders franchise. WAG has signalled that it will introduce a formal measure of the Assisted Passenger Reservation Service (APRS), and, introduce station quality management standards. It has also said that it is committed to funding the roll-out of customer information screens for all stations in Wales under the Wales Stations Improvement Programme. The commitments from WAG came in response to recommendations in a report from the National Assembly for Wales Equality of Opportunity committee's inquiry into the accessibility of railway stations in Wales. In turn, this report drew on both written and oral evidence from Passenger Focus calling for developments in these areas and highlighting our supporting evidence including our APRS mystery shopping work and passenger satisfaction scores.

#### *Commuters start to count delays after 60 seconds*

Passenger Focus research has found that commuter satisfaction with punctuality starts to drop as soon as a train is only one minute late. Business and leisure passengers are a little more tolerant, being prepared to wait between four and six minutes before their satisfaction is affected. The study also found that passengers' experience of delays tends to be more than that recorded by the industry as trains may be late at stations along the route, but make up time towards the end of the journey and arrive at the final station according to the timetable. The findings have prompted Passenger Focus to call on the rail industry to review how it records 'on time' trains and to measure punctuality along the route, not just at the final station. For more details, see: <http://www.passengerfocus.org.uk/news-and-publications/press-release.asp?dsid=4967> .

#### *Consistency needed in delivery of assistance to disabled rail passengers*

Some disabled passengers are still being left stranded on the train or waiting on the platform without help, despite booking assistance from rail companies. Passenger Focus has found that the rail industry needs to improve the consistency of help given to disabled passengers who book aid through the Assisted Passenger Reservation System (APRS). The findings came from a network-wide mystery-shop of the help provided through the APRS, repeating

Work previously carried out in 2008. For more details, see:

<http://www.passengerfocus.org.uk/news-and-publications/press-release.asp?dsid=4846>.

<b>Paper to:</b>	<b>Sewta Board</b>
<b>Author:</b>	<b>Michael Vaughan, Head of Franchise, Arriva Trains Wales</b>
<b>Subject:</b>	<b>Partner Update</b>
<b>Date:</b>	<b>18 March 2011</b>

## **1. Train Service Performance**

For rail periods 1110, 1111 and 1112 (three periods ending 05 March 2011), Arriva Trains Wales' (ATW) Public Performance Measure (PPM) figures were recorded as 84.1% (90.3%), 94.2% (95.1%) and 94.5% (95.7%) respectively, the figures shown in brackets are the PPM figures for the corresponding periods of 2010/11. For Valley Lines specifically these are as follows:

1110 – 87.5% (91.8%)  
1111 – 95.9% (97.5%)  
1112 – 96.6% (96.8%)

Year-to-date, Company PPM is running at 94.4%, which is the same as that recorded for 2009, and the moving annual average has fallen slightly to 94.0% (prior year 94.9%).

Following a difficult start to the winter with the effects of leaf-fall and cable theft, December proved a particular challenge as a result of heavy snow fall, low temperatures and, ultimately, problems with the infrastructure, particularly points failures. Notwithstanding that, ATW was able to provide a very good service and has received positive feedback from stakeholders. To note that ATW has recently been awarded best right time operator in the UK.

## **2. Passenger Numbers**

For the year to date (as at period ending 05 February 2011), journey growth for the whole network has increased by 3.3% compared to the same period of the previous year. South Wales itself stands at 1.5%. The number of journeys made on the Ebbw Vale line of route stands at 1,899,000.

## **3. National Passenger Survey**

To note that this latest survey was made available publicly on 26 January 2011. The overall satisfaction score for Autumn 2010 stands at 87%, up 1% on Autumn 2009. Some of the key score improvements centred on value for money, punctuality and helpfulness of on train staff. Encouraging also are the improvements in station scores and we believe that further gains will be seen as schemes are delivered through the National Stations Improvement Programme.

#### **4. Station Projects**

##### Swansea

The redevelopment works for Swansea station have commenced with phase 1 works now completed and phase 2 underway. Works will finish September 2011.

##### Cardiff Central

ATW's installation of a new passenger lift at Cardiff Central to platform 0 has been completed approximately two weeks ahead of schedule. The facility was officially opened by the Deputy First Minister on 12 January.

##### Newport

Newport station is still in the snagging phase with Network Rail. The main concerns for ATW are the problems in the public areas with the roof still leaking when it rains and the customer service pod and gate-line designs both proving inadequate.

#### **5. May 2011 Timetable Consultation**

Work continues in validating the May 2011 timetable proposal with Network Rail. The plan uses revised Class 175 sectional running times (SRTs) allowing better pathing and the delivery of journey time improvements between Manchester, Holyhead, Cardiff and West Wales of up to 20 minutes. The new SRTs recognise recent line speed improvements (such as between Manchester and Crewe) and the capabilities of Class 175 units which have not previously been taken into account in the timetable. Only a small number of responses to the May 2011 stakeholder consultation have been received but the feedback has been generally positive.

#### **6. Fleet Issues**

Nineteen of ATW's twenty seven Class 175 trains have now undergone an internal refreshment programme coupled with an underframe overhaul. The first train of the Class 158 fleet refurbishment is due to complete at the end of March. Four of ATW's Class 153s have been refreshed with a view to completing the remaining four by the end of June 2011.



## FIRST GREAT WESTERN

### SEWTA BOARD UPDATE – MARCH 2011

#### PERFORMANCE

The performance figures for south Wales services for periods 10-12 are set out below. These are now the figures for south Wales HS services which are those relevant to members as they cover the SEWTA area and should continue to prove more helpful.

<u>2011</u>	<u>Target</u>	<u>Actual</u>	<u>2010</u>	<u>Target</u>	<u>Actual</u>
P 10	86.88	83.34	P 10	85.03	86.05
P 11	86.95	82.56	P 11	84.85	85.86
P 12	86.99	82.50	P 12	85.25	86.33

The figures for recent periods have been affected by the adverse weather early in the year, and also by some well publicised copper cable thefts which are an on-going problem for all of our partners within the rail industry, and are, of course, highly dangerous.

We were pleased to hold our position in the latest Passenger Focus National Passenger Survey.

#### DISRUPTIONS OVER CHRISTMAS AND NEW YEAR DUE TO READING REMODELLING WORK

The disruption caused by the major works at Reading Station over Christmas and the New Year went as well as expected. The decision to divert services from south Wales via Oxford and Banbury rather than to transfer passengers to coaches/buses was welcome, even though it added considerably to the journey time.

## **ELECTRIFICATION**

The long awaited announcement on electrification was welcomed across the industry and, indeed, generally across the SEWTA region, although there was disappointment that it will not extend to Swansea.

## **CAPACITY AND ROLLING STOCK**

Members have raised this issue on several occasions. Arrangements are now in hand to meet with members from Monmouthshire and brief them on the position.

## **MAJOR EVENTS WITHIN THE CAPITAL REGION**

We have held meetings with officials from WAG to support their efforts to stage the UEFA Cup Final in 2014. Our experience, and success, in catering for rugby internationals in Cardiff and also in catering for football fans whilst Wembley was being redeveloped was included in the initial bid document.

## **JOHN POCKETT**

Rheolwr dros Gymru : Manager for Wales  
10 March 2011



## Report for Sewta Board Meeting 18 March 2011

### Finance

Bus Users UK Cymru's financial year ends on 31<sup>st</sup> March so we are now waiting to hear from the Welsh Assembly Government about our funding for next year.

### Monitoring

We are just completing our annual survey of bus stops/shelters, buses/services and will be able to report to the next Sewta Board meeting.

**Public Transport Users Committee (Wales) PTUC** - the first meeting is scheduled to take place on 23/24 March

**Cardiff STC Programme Management Board** - As a board member, we have responded to the consultation on the future development of Cardiff Bus Station. We were also invited to appear before the Environmental Scrutiny Committee to discuss the proposed bus station development.

### Public Inquiries

Three companies have appeared before the Traffic Commissioner at Public Inquiry:

- **St David's Travel/Heart of Wales.** Written decision not to hand at 15 February 2011. The issues are many and varied, from repute, reliability, non operation of services, payment of bills through to licensing matters.
- **Veolia Cymru.** Fined £32,900 payable to Welsh Assembly Government. Number of vehicles was curtailed for three months. The Traffic Commissioner accepted that management reporting lines were a contributory factor, as well as the merging of several company cultures when the four companies had been acquired.
- **Edwards Coaches.** Token curtailment of number of licences until 1 March 2011. The Traffic Commissioner was content that the faults were not systemic but more a case of taking their eye off the ball.

### All Wales Bus and Rail Map

The new version has gone to print

### ATCO

We continue to take part in ATCO Cymru meetings. This enables us to maintain close liaisons with local authority transport officials who help us in the organisation of bus user surgeries.

### TrawsCambria

Powys County Council is retendering the 704 service which links Newtown, Brecon and Cardiff.

### Annual Reports

in Welsh and English can be found on the Bus Users UK Cymru website

Margaret Everson  
15 02 11  
[www.bususerswales.org](http://www.bususerswales.org)



Cyd-ffednasiwn Cludwyr Teithwyr Cymru  
Confederation of Passenger Transport Wales

**CYDFFEDERASIWN CLUDWYR TEITHWYR CYMRU**  
**CONFEDERATION OF PASSENGER TRANSPORT WALES**  
**SEWTA BOARD UPDATE – MARCH 2011**

**PERFORMANCE AND INVESTMENT**

Passenger figures from the major operators across the SEWTA region are reported as stable or showing a very slight year on year increase. Numbers were obviously affected by the bad weather over the Christmas/New Year period.

Newport Transport have invested in new vehicles with six new MAN vehicles received in January and a further eight new Scania buses are due for delivery during April/May. Stagecoach are beginning phase 1 of a million pound investment to refurbish the former IBT depot and facility at Blackwood. The company's operation based at the former Glyn Williams depot will move completely to the IBT premises later this year. Cardiff Bus have now issued 36000 iff cards, 6000 more than the target for the first year, in just six months since the launch. Iff cards are generating around 6% of total revenues.

On the down side, operators are continuing to be affected by congestion within Cardiff, so plans for the new bus station and associated works will be welcome.

**MAJOR EVENTS**

CPTCymru is working with officials from WAG to support their bid to stage the UEFA Cup Final in 2014. The experience, and success, of providing transport during the Ryder Cup demonstrated that Wales can cater well for major events.

## **CONCESSIONARY FARES & BSOG**

Discussions with colleagues from WAG and ATCO on future funding for this successful flagship scheme are now concluding. It is anticipated that funding will be secured for the next three years which will bring certainty to both passengers and operators and is very good news.

The quarterly review of the new funding arrangements brought in on 1 April will be held soon by the CPT/ATCO/WAG Group. It seems likely that the scheme will complete the year well within budget.

We will be working with colleagues from the group to look at BSOG afresh, and we anticipate this major review to begin early in the new financial year.

## **COACH FRIENDLY AWARD FOR CARDIFF**

We are very pleased that CPT UK is to award Cardiff Council Coach Friendly City Status, in recognition of the investment and work undertaken, primarily at the Sophia Gardens Coach Park, but also for other coach friendly measures undertaken or planned in other parts of the city. This is the first in Wales, and, indeed, only the twelfth across the UK in over eight years, so it is a notable achievement. It should help to attract more coach based holidays and excursions. The award will be presented by Simon Posner, CPTUK Chief Executive, at a ceremony on 21 March which will also be addressed by the Deputy First Minister. DA IAWN CAERDYDD – WELL DONE CARDIFF.

## **JOHN POCKETT**

Cyfarwyddwr : Director  
10 March 2011



<b>Report To:</b>	<b>Board – 18<sup>th</sup> March 2011</b>	<b>Item 9</b>
<b>Subject:</b>	<b>Consultation responses (<i>for information only</i>)</b>	
<b>Author:</b>	<b>Secretary / Programme Manager</b>	

### 1 Purpose of report

To inform the Board of the current position with respect to external consultations

### 2 Present Position

The following table summarises the current and ongoing position:

<b><i>Title of Consultation</i></b>	<b><i>Consulting Organisation</i></b>	<b><i>Sewta Position</i></b>	<b><i>Deadline</i></b>
Planning Application P/06/0202 – Residential Development on disused railway at Mountain View, Sunny Bank Terrace, Machen	Caerphilly CBC	Response Made – Inappropriate for any development to be approved until conclusions of Sewta Rail Strategy Review agreed.	3 <sup>rd</sup> March 2011
Planning Application EN010004 – Energy from Waste Facility at Brig y Cwm, Cwmbargoed, Merthyr Tydfil	Infrastructure Planning commission	Response Planned	25 <sup>th</sup> March 2011

### 3 Recommendation

The Board endorses the report

<i>Financial Implications</i>	<i>None</i>
<i>Staffing/Personnel Implications</i>	<i>None</i>
<i>Consultation</i>	<i>Internal consultation is undertaken before submission through relevant working groups and directors as appropriate</i>
<i>Reasons</i>	<i>In support of Sewta Regional Transport Plan</i>