

DRAFT

Template Scoping Document

<u>Environment & Economy Select Committee</u>	
<u>Scrutiny Review Title:</u>	Local Bus Service Review
<u>Background issues</u> to review – rationale for scrutinising this issue:	When Members considered their work programme for the 2023-24 Municipal Year at its meeting on 23 March 2023 it was agreed to include a review item on the provision of local bus services brought about by the collapse of the Zero Emission Bus Scheme for Stevenage. Following the decision by Arriva Bus Company not to progress with the match funding of the Government Scheme to provide a fleet of electric buses for Stevenage, Members expressed concern that this would not go ahead, with regards to the climate change impact of this decision and also on the impact on local bus users.
Is this issue covered by Corporate Plans?	Not directly.
<u>Focus of the review:</u> (State what the review focus will be)	<p>In discussion with the Chair it has been suggested that the review could focus on the following issues:</p> <ul style="list-style-type: none">• Provide a focus on the state of the current bus services in Stevenage, engaging with the Bus provider Arriva, Centrebus, Hertfordshire County Council's Passenger Transport Unit, local Bus User Group BUGS• Alternative options for zero emission buses in Stevenage. What lessons can be learned from the failed ZEBRA (Zero Emissions Bus Regional Area) scheme for Stevenage? Are there any other opportunities for future funding schemes?• Barriers to people using public transport and ways to encourage more bus use/modal shift
<u>Timing issues:</u>	

<p>Are there any timing constraints to when the review can be carried out?</p>	
<p>The Committee will meet on (provide dates if known):</p>	<p>Dates: Day/Month/Time/Venue</p> <ul style="list-style-type: none"> • 14 June – draft scoping document – opportunity for Chair to introduce the scope and start a discussion with E&E Members • 6 July Officer presentation and amended scoping document – with possible interview evidence gathering from Arriva, HCC Passenger Transport Unit, SBC Officers, BUGS • 4 September – continue evidence gathering with witness not yet covered from Arriva, HCC Passenger Transport Unit, SBC Officers, BUGS • Wrap up session 10 Oct or 1 Nov 2023 • Review report to a future E&E meeting
<p>SBC Leads (list the Executive Portfolio Holders and SD’s Heads of Service who should appear as witnesses):</p>	<p><i>Officers have suggested the following people:</i></p> <p><u><i>Regarding the state of the current service:</i></u></p> <ul style="list-style-type: none"> • <i>A representative from Arriva Bus Company</i> • <i>A representative from HCC Passenger Transport Unit</i> • <i>Cllr Phil Bibby, HCC Executive Portfolio Holder, Highways & Transport</i> • <i>Cllr Lloyd Briscoe, SBC Executive Portfolio Holder for Transport</i> • <i>Representatives from local bus user group BUGS</i> • <i>SBC AD Planning and Regulatory, Zayd Al-Jawed / SBC Engineering Manager, Robert Woodisse</i> <p><u><i>Regarding the environmental/climate change impact of not having a net zero bus scheme in Stevenage and focus on modal shift to environmentally sustainable transport:</i></u></p> <ul style="list-style-type: none"> • <i>Veronica Chan, SBC Climate Change Officer</i> • <i>SBC Head of Climate Change (if the post has been filled by the time of review)</i>
<p>Any other witnesses (external</p>	<p>To be identified by the Committee at the scoping meeting. <i>Possible options identified by officers:</i></p>

persons/critical friend)?:	<ul style="list-style-type: none"> • <i>Possibly approach former Councillor Adrian Brown to input as a bus driver working in the industry as a “critical friend”.</i>
<p><u>Allocation of lead Members</u> on specific individual issues/questions:</p> <p>Any other Questions Members wish to cover:</p>	<p>To be identified by the Committee at the scoping meeting.</p> <p>Members will undertake their own desktop and fact-finding research and ask questions on the following areas (list the issues to address during the interviews):</p> <p><i>To be identified</i></p>
<u>Site visits and evidence gathering in the Community</u>	A group of Councillors and the Scrutiny Officer could undertake a few bus trips to get a first hand experience of some local services.
<p><u>Equalities and Diversity issues:</u> The review will consider what the relevant equalities and diversity issues are regarding the Scrutiny subject that is being scrutinised</p>	<p>It was agreed that the review would address equalities and diversity issues directly in the review.</p> <p><u>Equalities & Diversity Issues</u> – Are there any E&D issues to consider in this review? –</p> <p>The review should consider what equality and diversity issues there are for bus users in Stevenage such as access to bus services for disabled users, older people, young people as well as the impact on other people who are low income.</p>
<u>Constraints</u> (Issues that have been highlighted at the scoping stage but are too broad/detailed to be covered by the review):	<i>To be identified by the Committee when the scope is considered at a meeting of the committee</i> (These issues can be captured and dealt with via other means – Briefings/email/officer action etc)
<u>Background Documents/data</u> that can be provided to the review	<p><i>As identified by the Committee at the draft scoping meeting:</i></p> <p>Evidence requested:</p> <ul style="list-style-type: none"> • The future of public transport and the role of Local Government - report Local Government Association (This is an excellent report and includes case study evidence from Hertfordshire, it is written through the prism of Covid-19 (dated Jan 2021) but many of the fundamental challenges remain the same and the squeeze on funding from 2022/23 cost of living crisis has only made things worse, but it is well worth reading) • Gathering of current (past 12 months if possible) bus user data, from Arriva/HCC

	<p>Passenger Transport Unit if available</p> <ul style="list-style-type: none"> • If possible, identify a document from HCC that provides a rationale of County funding for each district using Financial Assessment/need Criteria • Any learning that can be gathered from current/previous HCC Scrutiny of Bus/Public Transport scrutiny
<p><u>Agreed Milestones and review sign off</u> -To be agreed by Members and officers</p>	<p><i>Formal response from Executive Portfolio Holder (Executives have a Statutory requirement to respond to Scrutiny review recommendations two months after receiving a final report and recommendations of a review: Date Executive Portfolio responses are expected (dependent on the final report & executive portfolio response template publishing date): DD MM YY</i></p> <p>Date for monitoring implementation of recommendations – final sign off (typically one year from completion of the review): DD MM YY (Close to this date the Select Committee will receive a report at a Committee meeting to agree the final sign off of the review recommendations)</p>