

Updated Document – 10 October 2023

Mapping exercise for E&E Select Committee – Bus Service Scrutiny Review

Issue	Who identified to address this/provide data and interview? (whether they are internal SBC or external partner)	What evidence / data can they provide?	Meeting interview/ evidence received date: (Link to Committee meeting where evidence/interview was undertaken)	Meeting scheduled for date: How will the info be gathered? (i.e. formal meetings, informal sub-groups, written responses)	Action & date required If complete sign off in table:
Agree Scope for the review		N/A	Draft scope for the review was agreed at 14 June 2023 meeting	14 June 2023	Updated with Members comments at 14 June Meeting
Agree a form of words with the Chair for the questions for witnesses – Prioritise witnesses for 6 July 2013	Chair of E&E Select Committee and Scrutiny Officer.	N/A	6 July 2023	Included in agenda for 6 July 2023.	Deadline - Monday 26 June 2023 ✓
Interview the HCC Executive Portfolio Holder, Highways & Transport	Cllr Phil Bibby, HCC Executive Portfolio Holder, Highways & Transport	Will be linked to the HCC Transport Unit Officer response.	Minutes 6 July 2023	Interview at E&E Thursday, 6 July 2023 Spoken evidence at meeting.	Invite by Scrutiny Officer by Mid-June ✓ Written questions circulated 26/06/23 ✓
Interview a representative from HCC Passenger Transport Unit	Simon Aries, HCC Director, Transport, Waste & Environment.	Expecting some written response to the data	Minutes 6 July 2023	Thursday, 6 July 2023	Invite by Scrutiny Officer by Mid-June ✓

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	Dan Tancock HCC Transport Unit.	request & verbal response to the questions raised by the Chair – 06 07 23		Written response to data request and questions & spoken evidence at meeting.	Data requested 21/06/23 ✓ Written questions circulated 26/06/23 ✓
Interview a representative from Arriva Bus, Centrebus and Uno Bus Company	Michael Jennings, Area Head of Commercial Arriva South Kent, Medway, Essex and Southend Hertfordshire, Luton and Bedfordshire.	Expecting some written response to the data request and to the questions raised by the Chair – 04 09 23	Insert link to Minutes of 4 September 2023	Monday, 4 September 2023	Invite by Scrutiny Officer to Arriva Bus Company by Mid-June ✓ Data requested 21/06/23 ✓ Written questions circulated 26/06/23 ✓ <i>Centrebus and Uno Bus approach still needed – requested contact details from HCC Transport Unit.</i>
Interview a representative from local bus user group BUGS	Representative from local bus user group BUGS		Insert link to Minutes of 4 September 2023	4 September 2023 - Spoken	Invite by Scrutiny Officer by Mid-June ✓

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				evidence at meeting.	
Interview the SBC AD Planning and Regulatory, Zayd Al-Jawed	SBC AD Planning and Regulatory, Zayd Al-Jawed	Any planning policy related docs – links to be sent to Members.		10 Oct 2023 - Spoken evidence at meeting & any relevant supporting documents.	Invite by Scrutiny Officer
Interview with Exec Portfolio Holder for Transport.	Cllr Lloyd Briscoe, SBC Executive Portfolio Holder for Transport.	Verbal input.		10 Oct 2023 - Spoken input at meeting.	Invite by Scrutiny Officer
Interview the SBC Climate Change Officer & SBC Head of Climate Change.	Veronica Chan, SBC Climate Change Officer & Fabian Oyarzun SBC Head of Climate Change	Any relevant docs that can be shared with Members re environmental sustainability and public transport.		10 Oct 2023 - Spoken evidence at meeting & any relevant supporting documents.	Invite by Scrutiny Officer

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Interview HCC Executive Portfolio Holder for Sustainability, Cllr Eric Buckmaster	Cllr Eric Buckmaster, Executive Portfolio Holder for Sustainability.	Will be linked to the HCC Sustainability Officer response.		10 Oct or 1 Nov 2023 Written response to questions. Oral evidence.	Invite by Scrutiny Officer by 30 June 2023. ✓ Lynne Ceeney, Director for Sustainability passed on to a colleague, who passed on to a colleague who referred to the original HCC Transport Officer
Interview HCC Director of Sustainability	Lynne Ceeney, Director for Sustainability, HCC	Any relevant docs that can be shared with Members re Sustainability and public transport.		10 Oct or 1 Nov 2023 Written response to questions. Oral evidence	Invite by Scrutiny Officer by 30 June 2023. ✓ Lynne Ceeney, Director for Sustainability passed on to a colleague, who passed on to a colleague who referred to the

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					original HCC Transport Officer
Have a “critical friend” to help the review	Approach former Councillor Adrian Brown to provide some input as a current bus driver working in the industry in a “critical friend” capacity and also Cllr Michael Downing as a regular bus user.	N/A	Interview with Cllr Michael Downing completed 27 09 23	To be either scheduled as a witness at an E&E meeting or arrange separate session with the Chair – to be determined.	Invite by Scrutiny Officer by Mid-June ✓ (follow up with an email – by 30 June) Meetings with the Chair & VC & Cllr Downing (27 Sep) ✓ & former Cllr and current bus driver – Adrian Brown (3 Oct)
Issue for review to cover - Various data requests from partners – Bus Companies, and HCC Transport Unit.	HCC Transport Unit & various Bus Companies	As detailed elsewhere in this document.	Data received from Arriva – 4 September	Data request to HCC and Bus companies.	Send email request by Scrutiny Officer by 23 June ✓ (HCC & Arriva)
Issue for review to cover - Consider alternative options for zero emission buses in Stevenage. What lessons can be learned from the failed ZEBRA	Covered by session with HCC & Arriva 6 July and 4 Sep.	As detailed elsewhere in this document.	Covered at meetings on 6 July and 4 September.	Written questions to witnesses	✓

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(Zero Emissions Bus Regional Area) scheme for Stevenage? Are there any other opportunities for future funding schemes?					
Issue for review to cover - Provide a focus on the state of the current bus services in Stevenage	Covered by session with HCC & Arriva 6 July and 4 Sep.		Covered at meetings on 6 July and 4 September.	Written questions to witnesses	✓
Issue for review to cover - Barriers to people using public transport and ways to encourage more bus use/modal shift.	Herts Vision Loss Trustees, Alison MacDougall and service users, Lorna Whitaker. Irish Network Older People Group, Ann Meldrum, lead petitioner for Bedwell Bus Service		Covered with all witnesses and specifically witnesses from Herts Vision Loss and Irish Network Older People Group – 10 Oct meeting.	Written questions to witnesses	Will be completed with interviews with Herts Vision Loss charity and Irish Network.
Issue for review to cover - Site visit to an authority that has an existing Electric Bus – possibly Oxford or Coventry	A group of E&E Members: (Chair Cllr Rob Broom, Vice-Chair Cllr Adam Mitchell, Cllrs Jim Brown, Conor McGrath and Graham Snell.	Circulation of a written note following the site visit to	Site visit arranged and completed – reported to 10 Oct meeting.	Site visit to be arranged.	✓ (Completed 13 Sep 2023)

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		Potters Bar Garage.			
Issue for review to cover - E&E Members conduct bus journeys around Stevenage to see ease of use and quality of service			To be arranged by individual E&E Members.	Member led activity.	To be arranged by E&E Members
Issue for review to cover - <u>Equalities & Diversity Issues</u>	Various witnesses. The review could reach out to disabled umbrella group to canvass opinions. Interviews and Surveys of Herts Vision Loss Trustees, Alison MacDougall and service users, Lorna Whitaker. Irish Network Older People Group, Ann Meldrum,	The review should consider what equality 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.	Partially met by interviews with Invision Sight loss group and Irish Network for older people – 10 Oct meeting.	N/A	✓ (10 Oct E&E)