

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE ADDENDUM TWO

4.00PM, TUESDAY, 21 JUNE 2022

COUNCIL CHAMBER, HOVE TOWN HALL

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ADDENDUM

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Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 14

Subject: Bus Service Improvement Plan Update and Draft Enhanced Partnership Agreement

Date of meeting: 21 June 2022

Report of: Interim Executive Director for Economy, Environment & Culture

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Ward(s) affected: All

For general release

Note: The special circumstances for non-compliance with Council Procedure Rule 7, Access to Information Rule 5 and Section 100B (4) of the Local Government Act as amended (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that...officers were unable to finalise the report as special meetings had been called at short notice by the Department of Transport (DfT), after the deadline for publication, which could have had material impact on the content of the report. The timetable for the process of creating an Enhanced partnership is set by the DfT and is extremely tight.

1. Purpose of the report and policy context

1.1 This report provides an update on the indicative funding awarded by the Department for Transport (DfT) for the Bus Service Improvement Plan (BSIP). It sets out the process required to secure this funding and the priorities officers recommend in response to the DfT's requirements.

1.2 The report also provides a draft of the Enhanced Partnership Agreement. This will be an agreement between the Council and bus operators setting out the measures each will deliver, including those enabled by this funding. The draft Enhanced Partnership Agreement will need to be submitted to the DfT by the end of June. Funding will only be released when this document has been reviewed by the DfT and it has agreed the commitments it will fund.

2. Recommendations

That the Environment, Transport & Sustainability Committee:

2.1 Notes the indicative allocation of £27.9m funding to deliver the BSIP and the steps needed to secure this funding.

2.2 Approves the draft Enhanced Partnership Agreement and Scheme.

- 2.3 Grants delegated authority to the Executive Director for Economy, Environment & Culture to approve any amendments to the Enhanced Partnership Agreement and Scheme that the Executive Director, in consultation with the Chair(s) of ETS and ETS Lead Spokespersons, considers appropriate or expedient or following any feedback that may be received from the DfT and responses from members of the Quality Bus Partnership.

3. Context and background information

Background to the BSIP and Enhanced Partnership

- 3.1 The requirement for Local Transport Authorities to produce a BSIP and enter an Enhanced Partnership with bus operators was announced by the government in its National Bus Strategy in March 2021.
- 3.2 The BSIP is a strategic document setting out the vision of the Council and operators for improved bus services. The Enhanced Partnership is a formal agreement between the Council and operators to deliver these improvements. This will replace the Quality Bus Partnership, which is a longstanding voluntary arrangement between the Council and operators. The main difference is that the Enhanced Partnership would place legally binding commitments on both.
- 3.3 The ETS Committee agreed to begin the process of forming the Enhanced Partnership in June 2021 and it approved a draft BSIP in September 2021. The final BSIP was then submitted to the DfT in October 2021. This can be viewed at www.brighton-hove.gov.uk/busserviceimprovementplan
- 3.4 To establish the Enhanced Partnership, the Council needs to follow a statutory process¹. This includes an objection period for bus operators and statutory consultation, including with passenger groups. The DfT had originally asked for Enhanced Partnerships to be established by April 2022. Officers had therefore expedited the process and carried out consultations on a draft of the Enhanced Partnership Plan and Scheme. The draft document was relatively light on commitments because these would be subject to funding. However, following the announcement of indicative funding, the DfT has asked successful authorities to incorporate into the Enhanced Partnership Scheme the interventions that the DfT will be funding.
- 3.5 Once the revised draft of the Enhanced Partnership Plan and Scheme has been agreed by the DfT, the statutory process for consulting on and adopting it will need to begin. It is only at the conclusion of that consultation process that the Enhanced Partnership Plan and Scheme will be adopted. At that point, the obligations within the Plan and Scheme would become binding for the Council and bus operators.

Indicative funding and DfT requirements

¹For full details see <https://www.gov.uk/government/publications/bus-services-act-2017-enhanced-partnership-creation>

- 3.6 All Local Transport Authorities submitted BSIPs to be reviewed by the DfT. Following that review, the DfT announced indicative funding in April 2022². The Council was one of only 31 Local Authorities / authority areas (out of 70) to receive indicative funding.
- 3.7 The indicative funding for Brighton & Hove is £27,854,330. Of this, £5,287,500 is capital, to be spent on infrastructure. The remaining £22,566,830 is revenue, to be spent on things such as fare offers and supported bus services.
- 3.8 This funding is indicative only and the DfT has set out a number of requirements that the Council needs to meet. The main requirements and restrictions are summarised below. The full letter from the DfT is provided in Appendix A.
- 3.9 To secure the funding, there are two additional requirements.
- The Council had to submit further details on the proposed priority measures and funding allocations. This submission was prepared in discussion with operators, the ETS Chairs and ETS Spokespersons and was required to be submitted, and was submitted, within a month of the funding announcement.
 - The Council must now submit a revised draft Enhanced Partnership Plan and Scheme to the DfT by the end of June 2022. This draft will need to incorporate the interventions that the Council proposes to fund using the BSIP funding. It will also need to be accompanied by letters of support from bus operators and a statement from the Council's Chief Finance Officer (Section 151 Officer) that the proposal represents value for money.
- 3.10 Feedback from the DfT is expected at any point in the process and such feedback is likely to require short notice responses and result in changes to the proposed documents. This may require officers to use delegated powers to make changes as set out in the recommendations.
- 3.11 The DfT has outlined its main priorities as:
- Bus priority – using the capital allocation specifically for bus lanes and bus restricted roads.
 - Fares – Reductions and simplification.
 - Services – Increased frequencies and new routes where these are needed and would be expected to increase bus use.
- 3.12 The reason for a focus on bus priority is to improve the experience of bus users but also reduce congestion which increases operational costs and, ultimately, bus fares. The need to go further with bus priority was also made clear during a clarification meeting and subsequent correspondence with the DfT in February 2022.

² Full details of the indicative funding announcement and the allocations made to each authority can be found at: <https://dft-newsroom.prgloo.com/news/cheaper-and-better-buses-in-gbp-7bn-package-to-level-up-transport-outside-london-1>

3.13 The DfT has said that the grant cannot be used for:

- The cost of new buses or equipment for existing buses. This would include zero emissions buses.
- Support for existing services such as covering existing council budgets or replacing government pandemic support funding (ending in October 2022) to prevent service reductions.
- Road schemes where buses are not the primary beneficiary.
- Generic marketing costs – funding for marketing should be for campaigns associated with new interventions, fare offers etc.
- Maintenance of existing infrastructure.

3.14 In addition, situations which will create a 'cliff edge' need to be avoided. This would be where there is a widespread withdrawal of services and/or increase in fares once the funding has ended. This is considered further under 'consideration of alternatives' in Section 4 below.

Summary of recommended priorities

3.15 The proposals recommended for prioritisation are consistent with those included in the BSIP approved by this committee in September 2021. They are also consistent with the Council's wider plans including the Local Transport Plan, Council Plan and 2030 Carbon Neutral Programme. It is also relevant to the recommendations of the Climate Assembly including:

- Recommendation 2 that the public transport system should be affordable/accessible.
- Recommendation 8 to make public transport a more convenient alternative to driving a car.

3.16 The remainder of this section summarises the priority area where funding has been requested from the DfT.

3.17 There is a package of measures proposed to provide **simpler and lower fares**. Proposals are being developed and subject to full costings and agreement of details with operators; however, priorities have been identified as follows:

- Free bus travel for accompanied children and young people. This would be an extension of the offer currently only available at weekends during Christmas and some school holidays; however, time periods and age restrictions are subject to further investigation.
- Reduction of fares and simplification of ticketing for young people, including price capping.
- Review zone-based fares (centreFare) to address fairness and reduce the cost of single fares for shorter journeys outside of the central area, including to suburban estates. However, this will mean that some users will inevitably pay a higher fare, at least initially

- Investigate and review how we can standardise the cost of fares by different payment methods (Contactless, mobile, and key card). This is to simplify fares and make it easier to get the lowest priced ticket. Currently contactless is the most convenient but more expensive than other non-cash payment methods. However it should be noted there is an advantage to incentivize cashless payment as this reduces dwell time as speeds up bus journeys
- 3.18 There have been additional requests to provide discounted travel for care workers and free travel for care leavers. This is being considered as part of the overall package of fare initiatives. It should be noted that the DfT has indicated that BSIP funding is intended chiefly as a measure to boost bus patronage rather than a cost-of-living mitigation
- 3.19 The funding would also be used to develop additional **bus priority infrastructure**. The projects identified are consistent with those in the BSIP, including those within the Council's Bus Network Review. These have been prioritised to reflect the DfT's request to focus on larger scale interventions that will have the most benefit for bus journey times and reliability. Funding has therefore been requested for the following locations:
- Western Road / Dyke Road junction (scheme already agreed).
 - A23 southbound bus lane extension between Patcham Village and Carden Avenue.
 - A23 southbound bus lane between Stanford Avenue and Preston Circus.
 - Extension to eastbound A259 bus lane between Roedean Road and Greenways (Ovingdean roundabout).
 - New westbound bus lane on A259 between Lower Rock Gardens and Brighton Palace Pier.
 - Review of traffic restrictions on Lewes Road south of the Vogue Gyrotory with a view to providing bus priority to feed into the existing Lewes Road bus lanes.
 - Redesign of junction with Portland Road, Sackville Road, Clarendon Villas and Blatchington Road.
 - Incorporation of bus detection and priority at traffic signals on Ditchling Road and Dyke Road.
- 3.20 Improvements to **supported bus services** will be subject to the outcome of procurement processes. However, funding has been requested for the following:
- Introduction of an 'Express' service from the west of the city.
 - Removal of the council-supported 57 Sunday service (Saltdean-Brighton Station) and replacement with a seven-day service on the 47 and 52.
 - Weekday service on the Breeze up to the Downs service 78 to Stanmer Village.
 - Potential improved frequencies on council-supported services currently operated by Compass and The Big Lemon.
 - Improvements to connectivity in East Brighton.

- Rescheduling of buses serving Longhill School to provide a later start.
- 3.21 Regarding improvements in East Brighton, this could be in the form of amendments to existing services or the introduction of a new service. A new service has been explored by officers previously; however, this would require significant funding that was previously unavailable. The BSIP funding provides an opportunity to progress this, and officers are currently exploring options. The outcome of this work will be shared with members of the ETS Committee and Ward Members as soon as possible.
- 3.22 Regarding the potential Longhill School improvements, it should be noted that there is a particular risk of taking on any new school services as any BSIP funding would be time limited and City Transport could not fund beyond March 2025.
- 3.23 Other proposals recommended for prioritisation are:
- **Bus stops review** on selected main bus routes. This is intended to speed up buses where stops are very frequent and improve bus stop facilities. Locations and the number of stops are subject to further investigation.
 - **'Superhub' bus shelters**, including features such as green rooves, interactive screens and wifi. It is expected these would be located at interchange locations, the number of which is subject to costs.
 - Funding of a **dedicated enforcement officer** to address obstructions on bus routes and stops for three years.
 - Support for the introduction of **red routes** on the A23 and Lewes Road.
 - Develop **improved printed information at stops**, including maps.
 - **Extend customer contact service hours** beyond 7pm.
 - **Marketing** to support the above interventions.
- 3.24 Aspirations included in the BSIP but not included in the above list, such as zero emissions buses, could still be included in the Enhanced Partnership Plan and Scheme as requirements for bus operators. Any commitments would however be subject to their agreement.

Draft Enhanced Partnership

- 3.25 Appendix B is a copy of the draft Enhanced Partnership documents. This includes:
- An introduction summarising how it reflects each of the aspirations included in the BSIP.
 - An Enhanced Partnership Plan setting out the purpose of and background to the Enhanced Partnership.
 - An Enhanced Partnership Scheme which outlines the commitments from the Council and bus operators. It also includes governance arrangements for the Enhanced Partnership.

- 3.26 A small number of measures for which funding can be allocated do not need to be included in the Enhanced Partnership Plan or Scheme. This applies mainly to the enhancements to supported bus services. The DfT instead require a separate document outlining the schemes and how they will be delivered. This is provided in Appendix 3.

4. Analysis and consideration of alternative options

- 4.1 There is not an option to spend the funding on other transport schemes that are not consistent with the BSIP, as this would not be in line with the DfT's requirements. The BSIP has also already been subject to scrutiny from the DfT and HM Treasury, as well as agreement with bus operators.
- 4.2 In relation to infrastructure schemes, the DfT's funding announcement letter states they will not fund "any schemes where it is not clear that the primary benefits accrue to buses – e.g. road schemes which increase network capacity with only a tangential or subsidiary benefit to bus services".
- 4.3 For active travel, the government's LTN 1/20 Cycle Infrastructure Design Guidance requires all government funded transport schemes to consider the needs of pedestrians and cyclists. The schemes proposed are deemed compatible with the Council's Local Cycling and Walking Infrastructure Plan (LCWIP) with scope for projects to at least be future proofed, although supplementary funding may be needed to deliver wider schemes.
- 4.4 One consideration could be to use the funding for the development of a park & ride scheme. No funding has been specifically requested or awarded for this on the basis that a commercially funded trial was to take place in summer 2022. Brighton & Hove Bus Company have since withdrawn from the scheme and the South Downs National Park Authority had said a planning application would be required, which they would be minded to refuse. However, funding has already been identified for a Feasibility Study. This is proposed to go ahead regardless of BSIP funding. It is not considered appropriate to request additional funding for implementation of a scheme at this stage and such a request is unlikely to be supported by the DfT.
- 4.5 From the revenue funding, it would be possible to fund other services or routes; however, this would be in place of other measures identified. As noted in paragraph 3.8 above, the measures that have been identified have been recommended as they reflect the approved BSIP and the DfT guidance. The BSIP does identify the potential for improvements to services to the north of Brighton & Hove to provide a better alternative for those travelling into the city. This need was also identified by East Sussex and West Sussex County Councils; however, their respective revenue allocations mean that they are no longer able to prioritise this. It remains in the BSIP as an aspiration, but it is not proposed to progress it further at this current time.

- 4.6 More funding could be used for school services which the Council has had requests for from some schools. However, this is not specifically the purpose of the funding and it should not be used to fund services that the Council has a statutory responsibility for or already funds. It would not be recommended to fund additional discretionary services. This is because new school services are unlikely to become commercially viable when funding has ended. Indeed, most school services are only possible as a result of their integration with existing commercial services. This would therefore result in the withdrawal of services which could be challenging, particularly if school choices had been made on the basis that the service was available. Alternatively, the Council would need to identify additional funding. Nevertheless, the BSIP commits to a review of school services at an appropriate time in the future. It is recommended that more time be allowed for post-pandemic patterns of demand to be established and identified, which should also be coordinated with any future review of school catchments.
- 4.7 The funding for fares could potentially be used to provide lower fares for all. However, despite the large sum requested to implement fare offers (£13.2m over three years), this would be spread thinly across a large number of bus journeys. The impact of any reduction would therefore be likely to be less noticeable and not provide the 'eye-catching' initiatives the DfT are looking for to entice more people on to buses. The proposed package of measures is intended to do this and all passengers would be expected to benefit from the simplification of payment options and savings as a result.
- 4.8 An alternative option to that in paragraph 4.7 above would be further targeting of the fare reductions to certain groups such as those on low income. This could include means testing. However, a key purpose of the funding is to increase bus use and make it attractive to all. The package of offers proposed as part of the Enhanced Partnership (see paragraph 3.17) would still benefit those on low incomes, whilst the draft Enhanced Partnership Scheme includes a commitment to do more to promote existing offers for these groups.
- 4.9 Another option to consider would be to reduce the number of revenue funded initiatives and focus the £22.6m funding on a single area. All of that funding could be used, for example, to provide free travel for under 18s at all times. However, this would not meet certain other purposes of the funding identified by the DfT so is unlikely to be agreeable in that respect. As noted above, the DfT has also said schemes with a likely 'cliff edge' need to be avoided. Even were the DfT to fund such measures, the impact on future Council budgets of sustaining them, or the negative public reaction resulting from their withdrawal, also needs to be considered. A scheme such as free fares for all young people would not be commercially viable and would therefore require a substantial annual subsidy from the Council were it to continue. It has previously been estimated that this would cost at least £6m per year, although this would be subject to further modelling and the costs of extra buses to service the additional demand.

4.10 A further option would be to do nothing and not accept the funding. Officers consider that this would represent a significant missed opportunity to implement much of the BSIP and, through this work, to support the city's recovery from the pandemic and efforts to achieve carbon neutrality by 2030. In addition, it is now a DfT requirement (see paragraph 3.1) that the Council enters into an Enhanced Partnership with bus operators and the DfT has said this will be a requirement of future bus and non-bus transport funding. It is considered that the overall benefits and long-term opportunities that the funding brings would outweigh the difficulties that may arise if any measures have to be withdrawn when funding ends.

5. Community engagement and consultation

5.1 The DfT did not require full public consultation to be completed when preparing BSIPs. The deadlines set by the DfT, combined with committee timescales, meant there was little time to produce the BSIP and, as such, a full public consultation was not undertaken. A reason for the deadlines set by the DfT was so that BSIPs and Enhanced Partnerships are in place to help bus services recover from the pandemic.

5.2 These timescales are not within the control of the Council and indeed a considerable amount of additional work has been done using existing resources. Nevertheless, officers engaged with representatives of bus users, disabled people, and business groups in accordance with DfT guidance. The BSIP was also developed in consultation with the Quality Bus Partnership. The Quality Bus Partnership is formed of all bus operators in the city and Brighton Area Buswatch who represent bus users. The BSIP also draws together other recent surveys including bus passenger surveys and results for Brighton & Hove from the annual National Highways and Transport survey.

5.3 These sources and a summary of the engagement undertaken is summarised in full in the BSIP (see Section 4).

5.4 For the further prioritisation work undertaken, one month was provided by the DfT to respond. Bus operators, ETS Chairs and ETS Spokespersons were consulted during this time.

5.5 The formation of the Enhanced Partnership will follow a statutory process once the draft Enhanced Partnership Plan and Scheme have been reviewed by the DfT in the summer (2022). In addition, specific schemes would be subject to public consultation and/or engagement with relevant stakeholders as the schemes come forward, depending on the nature of each scheme. For example, bus priority proposals would typically include a public consultation, whereas measures to improve bus accessibility would be subject to targeted engagement with bus users.

6. Conclusion

- 6.1 This report has provided an update on the indicative funding awarded for the BSIP. It has also summarised the draft Enhanced Partnership Plan and Scheme.
- 6.2 The reasons for requesting delegated authority to amend and submit the final Enhanced Partnership documents are to be able to incorporate any feedback received from the DfT and responses from members of the Quality Bus Partnership, and to comply with funding deadlines.
- 6.3 The DfT requires the BSIP to be updated annually with the first update due in October 2022. An update report on this will be presented to a future meeting of the ETS Committee.

7. Financial implications

- 7.1 The indicative funding for Brighton & Hove is £27,854,330. Of this, £5,287,500 is capital and £22,566,830 is revenue and is phased over the Bus Service Improvement Plan from 2022/23 to 2024/25. No grant agreement has been provided at this stage as funding confirmation is conditional on submission of a revised draft Enhanced Partnership Plan and Chief Finance Officer statement that the proposals represent value for money. The funding cannot be spent until the proposed interventions have been agreed by the DfT in accordance with the process outlined in this report.
- 7.2 The DfT has stated that it expects in return for the funding that the Council commits to maintaining planned 2022/23 levels of bus funding for the duration of the funding period from all sources and that base funding for buses is not reduced.
- 7.3 The funding cannot be used to pay for existing supported bus or commercial services. Were current supported bus service contracts to be extended beyond their current expiry dates (September or November 2022) on the current pandemic recovery contracts, an overspend on supported bus service budgets may occur. This is because of the increased costs of operating these services along with the council taking the revenue risk. However, the overspend would be lower if passenger numbers increase. The overspend could be higher if the Council is required to step in to fund commercial services that are withdrawn when DfT pandemic recovery funding for operators ends in October.
- 7.4 Although the BSIP funding cannot be used to support existing services, there is an opportunity to use it to fund changes to them. Any significant variations to budget will be reported as part of the council's monthly budget monitoring process.

Name of finance officer consulted: John Lack Date consulted: 26/05//22

8. Legal implications

- 8.1 The Enhanced Partnership Plan and Scheme will need to be prepared and implemented in accordance with the requirements of the Transport Act 2000 and the Bus Services Act 2017.

Name of lawyer consulted: David Fairfield Date consulted: 17/05/22

9. Equalities implications

- 9.1 The Council is a strong advocate for supporting access to sustainable and efficient public transport for all its residents and visitors. It facilitates this through substantial funding for concessionary travel and supported bus services across the city.
- 9.2 The commitments proposed in the Enhanced Partnership Scheme will be expected to further improve access to public transport for a number of groups protected under the Equality Act 2010. This includes an accessibility standard to be applied to all buses operating in the city. It also contains a commitment for bus operators to provide a guaranteed taxi ride home in the event that a wheelchair space is occupied. The proposed fare offers and improvements to supported services will also be expected to benefit a number of groups protected under the Equality Act 2010. An Equalities Impact Assessment is provided in Appendix C.

10. Sustainability implications

- 10.1 Returning the proportion of trips undertaken by bus to pre-pandemic levels and growing this further will be important in helping the Council to meet its climate change targets, including commitment to a carbon neutral city by 2030. The aspirations of the National Bus Strategy and report recommendations are consistent with these aims.

11. Other implications

- 11.1 None identified.

12. Social Value and procurement implications

- 12.1 The procurement process for new and enhanced services is to be confirmed with the process dependent on the final funding award and interventions to be taken forward. Social value will be considered as part of this process.

13. Crime & disorder implications:

- 13.1 None identified.

14. Public health implications:

- 14.1 Reducing the number of trips made by private car has benefits for air quality whilst bus use has the potential to encourage active travel through walking to bus stops and reducing the need for car ownership.

Supporting Documentation

1. Appendices

- A. DfT Letter outlining the indicative funding allocation and requirements
- B. Draft Enhanced Partnership Plan and Scheme
- C. Equalities Impact Assessment

2. Background documents

Bus Service Improvement Plan:

www.brighton-hove.gov.uk/busserviceimprovementplan



Department
for Transport

Stephen Fidler OBE FCIHT
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4 April 2022

Transport Director
Brighton and Hove City Council

[by email]

Dear Transport Director,

BSIP: Indicative funding allocation for Brighton and Hove City Council

Thank you for your recent engagement with us on your Bus Service Improvement Plan (BSIP). We appreciate the time and effort you and your local bus operators have put into development of your plans.

We are pleased to offer you an indicative funding allocation of up to **£27,854,330 (of which £5,287,500 capital and £22,566,830 revenue)** to commence delivery of your BSIP. This is total funding from 2022/23 to 2024/25.

This letter does not constitute a formal or binding grant offer. Funding confirmation will be conditional on your submission and implementation of a transformational Enhanced Partnership (EP) which includes firmer and more detailed commitments, from the Local Transport Authority (and any other relevant local authorities) and local bus operators, to deliver a package of prioritised and ambitious improvements to bus services, in line with:

- i. your BSIP;
- ii. the Department's previous feedback on it and commitments made in and after clarification emails; and
- iii. the guidance provided with this email, such as the prioritisation of bus priority schemes (where relevant) and high profile and impactful interventions that reduce and simplify fares.

Whilst we appreciate that it has taken some time to provide this indicative funding allocation, Ministers remain keen to progress quickly with implementing BSIPs. They wish to ensure that, if at all possible, that funding is confirmed and EPs are in place in sufficient time to inform final decisions on service levels once recovery funding ends from October. Our planned next steps are:

- a) By **Monday 2 May** please can you complete the summary table at Annex 4, setting out how you intend to use this funding allocation - showing your prioritised interventions, delivery timelines and costs in a standard format and

with as much detail as possible of how it will be reflected in your EP. Ultimately, we will expect final summary tables to be published alongside your EP. We recognise that it may be challenging for some authorities to secure formal agreement to this update given timescales and forthcoming elections. Its purpose is to provide us with an early sense check of how your EP is developing and allow us to support you in meeting our criteria to receive finalised funding allocations. We will need to receive an update from all LTAs, which we will aim to discuss with you during May and provide further feedback. Please indicate if your update does not have formal or political approval, which we will recognise in our engagement with you. This update supersedes our earlier request for a draft Enhanced Partnership (or variation) by the end of April.

- b) As soon as possible, and **by the end of June**, please provide:
- an updated summary table, incorporating the feedback we are aiming to provide in May;
 - a draft EP (or variation to an existing EP) which shows how relevant aspects of the BSIP will be implemented. This does not need to have completed the statutory process for operator objections but should be accompanied by letters of support from sufficient operators to demonstrate that it is likely to be supported at that stage;
 - a separate document which sets out how any commitments which would not be implemented through or included in detail in an EP (such as the tendering of additional services or new DRT schemes) have been selected and will be delivered - with clear outcomes, outputs, milestones and costs; and
 - confirmation from your section 151 officer that they consider that the funding represents value for money (vfm) and that they will continue to monitor this and comply with our vfm reporting and approval requirements.
- c) We will review your draft EP and either provide further feedback, to be incorporated before we can provide funding, on it or agree that it meets our expectations and the criteria set out above, and confirm your funding allocations. If further feedback is provided you will have an opportunity to strengthen your EP before any amendment or withdrawal of your funding allocation.
- d) If and when funding has been confirmed, you should proceed to make your EP (or variation).

The following annexes set out more detail about the next steps and our requirements:

- **Annex 1** sets out detail of what the Department expects of Enhanced Partnerships, and by when, in order to confirm and release funding.

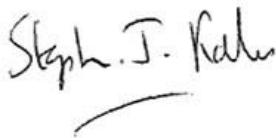
- **Annex 2** provides guidance on the Department's investment priorities and exclusions. We recognise that you may face difficult choices on how to prioritise funding within the indicative allocation. In particular, this annex sets out that we expect the vast majority of your allocation to be spent on bus priority, ambitious and eye-catching initiatives to reduce and simplify fares, and increased service frequencies and new or expanded routes.
- **Annex 3** summarises the basis on which grant funding will be provided, including our expectations on our value for money, branding, and the Public Sector Equality Duty.
- **Annex 4** contains the summary table to be completed.

We will finalise funding profiles with you before funding is confirmed. As far as possible, please shape your plans around the broad national funding shown in the table at Annex 4.

Do not hesitate to contact us with any queries by emailing BSIP@dft.gov.uk.

We look forward to working with you.

Yours sincerely,

A handwritten signature in black ink that reads "Steph. J. Fidler". The signature is written in a cursive style with a horizontal line underneath the name.

Stephen Fidler

Annex 1 - Requirements for those delivering BSIP outcomes via an enhanced partnership

Required content for the draft EP to be submitted to DfT by the end of May 2022.

It is important that the draft EP that you submit to us captures as much detail on how you will deliver BSIP outcomes as possible. There are two elements of this:

EP Plan content

The EP plan is a high-level strategic document that sets the bus network in the EP area into context. Further information on the role of the EP Plan is at paragraphs 3.3-3.4 of the EP Guidance to be found at:

[The bus services act 2017: enhanced partnerships \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/92222/2017-08-16-Enhanced-Partnerships-Guidance.pdf)

And

[National Bus Strategy. Creating an Enhanced Partnership: example format and structure \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/92222/2017-08-16-Enhanced-Partnerships-Guidance.pdf)

As explained in the published BSIP guidance and EP template, the EP Plan should draw heavily on the published BSIP – updated to reflect the latest circumstances, anticipated future network requirements reflecting post-pandemic demand and the development of your proposals following feedback from the Department and funding allocation. In addition to the statutory requirements on content for all EP plans (as set out paragraph 3.4 of the EP Guidance), we expect all EP plans to include content covered in the following sections of the published BSIP template at Annex B of the published BSIP guidance:

Section 1 – Overview

This will not include (referring back to paragraph 3.4 of the EP guidance) the information at bullets 3 and 4, but should include the information referred to at bullets 1 and 2 – i.e. Name of LTA(s) that the BSIP covers (also setting out whether the BSIP covers a single LTA or more than one and the justification for that decision) and a map showing geographical area(s).

Section 2 – Current Bus Offer to Passengers

Section 3 – Headline targets

EP Scheme content

The EP mechanism allows local transport authorities (LTAs) to include specific commitments on how BSIP outcomes will be delivered ‘on the ground’ using:

(a) the funding allocation outlined in this letter; and

(b) other funding that individual LTAs will invest in buses. This should include commitments on funding levels for tendered services and any DRT (which may

support overall patronage), concessionary fares budgets and staff resources devoted to bus issues within the authority or which support the Enhanced Partnership more widely. Other relevant funding (e.g. through block grant funding or funding from s.106 agreement) should also be included.

Commitments without significant costs – such as to parking charges or other policies should also be included.

These commitments are recorded in the EP Scheme (not the EP Plan) and the published EP template sets out what the statutory content must cover. We expect all draft EP schemes submitted to DfT to include content as set out in the following sections of the EP template:

Section 3 – Obligations on the local authorities

This is a very important section of the draft EP scheme that we will scrutinise closely because it contains details on how you will support buses in your area. It should include all existing activity to support bus services (including bus lanes, Key Route Networks, funding etc) and set out clearly what improvements will be delivered and by when. It will need to reflect any prioritisation choices made as a result of the funding available and relevant commitments made in the BSIP, clarification meetings with the Department, the Department's feedback on your BSIP and your response to it. It should cover all enhancements whatever the funding source (including for example planned investment through the City Region Sustainable Transport Settlements or Levelling Up Fund where relevant). All commitments should be specific and have clear timescales for delivery.

Each commitment included in the draft EP scheme needs to be either:

Facilities – These are new physical assets or changes to them that are provided at specific locations within the scheme area. This is particularly relevant to bus priority measures – where we expect to see all existing and proposed new bus priority included in the EP scheme however it is funded – but will also cover other physical enhancements such as improvements to bus stops or information displays. We expect to see all significant facilities that the LTA provides to support bus services re-committed to in the scheme.

Measures – an LTA can also include in an EP anything that is within its powers – either statutory or otherwise – to deliver the BSIP. There is deliberately no definition of what a 'measure' is, so there is total flexibility for LTAs and operators to agree what LTA commitments to include as 'measures' to deliver BSIP outcomes and meet the requirements of the Strategy. The only requirement is that 'measures' must be for the purpose of:

- increasing the use of local services serving the routes to which the measures relate or ending or reducing a decline in their use; or
- improving the quality of local services.

Examples of measures include:

- Better information provision (eg a centralised website or app)

- Funding for discounted fares (and how it will operate on a fair and equitable basis – either directly or via reference to a supporting document)
- Reviews of parking policies or cost of council parking,
- Enforcement action on bus lanes
- Management of a Key Route Network (whether new or existing) are all examples of measures that could be included in an EP.
- Commitment to promote eligibility for the concessionary bus pass and/or contact those who are eligible to receive it.

This section should also include any steps the authority needs to take to implement the Passenger Charter in the BSIP.

We would expect all EPs to contain as a measure:

- Significant bus priority (unless there is demonstrably no need for it) which includes bus lanes wherever there is a congestion problem and physical space to install them
- Funding for impactful reductions and/or simplification of multi-operator fares
- Commitments to work with operators to promote concessionary bus travel and to proactively inform local residents when the authority becomes aware that they are eligible for such a concession.
- Commitments to overall funding that the authority will provide for buses, from all sources, in each financial year of this funding. This should demonstrate that the indicative funding provided is additional to previously planned 2022/23 bus funding levels and that base funding for buses is not reduced.

Further information on how these mechanisms work is at paragraphs 3.29-3.33 of the EP Guidance document.

Section 4 – Obligations on bus operators

This section should set out clearly the reciprocal actions that operators will take under the EP and BSIP. It should include commitments that are both made voluntarily or through savings generated or as a result of funding committed to in the measures section of the scheme (for example on fares).

Examples of potential obligations include:

- Impactful changes to fares levels and structures – such as discounted, capped or zonal multi-operator fares (including to no or limited premium to the price of multi-operator tickets).
- Commitments to promote and offer multi-operator tickets
- Commitments to publish information about other operators' services or to not publish operator-specific timetable or other information
- Branding of buses, websites etc
- Provision of CCTV
- Provision of Audio-Visual Information
- Driver training (including on disability awareness)
- Commitment to the Passenger Charter and actions within it

- Frequency of timetable changes
- Provision of information to the LTA
- Advertising and marketing commitments

We expect that wherever the Department is funding bus priority measures (through this funding or other sources), any operating expenditure savings resulting from that new bus priority should be reinvested by the bus operators that benefit from them in other BSIP commitments. This should be written into the EP scheme as part of the obligations on bus operators.

We also expect to see commitments in EPs that either bus operators will include all services within their operating area (regardless of who provides them) on their timetables and websites, or that there will be a single set of multi-operator information available across all operators. This is so that passengers do not need to consult multiple sources to find out about all the bus services they may wish to use or mistakenly believe there are fewer services than actually operate.

The obligations in the EP will apply to all registered local bus services in the area. So the authority should take care to include exemptions for any services they do not intend to include – such as sightseeing tours, long distance coaches registered as local buses or charity events with historic vehicles (that operate for hire or reward and also fall within the definition of a ‘local service’).

Level of detail in the EP scheme

The ultimate goal is that the EP scheme is very specific with full details of all measures and obligations. For example, it would specify exactly what bus priority will be provided by in what form and where as a measure and the operators would make explicit commits on the obligations that would fund.

However, the funding offered in this letter is only indicative at this stage, some elements of the scheme (such as detail of bus priority) may need detailed work to finalise and we recognise that there may be continued uncertainty on future passenger demand and commercial service levels as patronage continues to go. There may therefore be limits on how specific some aspects of the EP scheme may realistically be when it is first made or amended to reflect this funding.

For a bus priority scheme, for example, further detailed design and consultation may be required before precise details can be included. In that case we would expect the draft EP to contain as a minimum commitments as part of the measures to:

- The corridor that the priority will serve, with clear start and end locations.
- Targets for journey time savings and reductions in peak vehicle requirements (overall or for particular services) agreed with operators that the detailed scheme design will seek to achieve.
- The next steps and delivery timescales for the scheme including a target operational date.

- Commitments to consultation on the scheme, including measures to understand the full breadth of support – such as surveys of bus users on the corridor and representative polling¹.
- Details of how operators will be engaged in scheme design and consultation.

In the same way if the operating savings arising from a planned bus priority scheme are not clear, or patronage is sufficiently uncertain that firm funding commitments cannot be given we expect to see detailed in the obligations sections of the draft EP:

- the operating cost information that operators should share on a transparent (and if necessary confidential) basis for each bus priority scheme and to what timescales;
- how and when that will be used to calculate the funding to be reinvested by the operators in improvements for passengers;
- what those improvements will be, who they will be set by and how the money will flow (including whether it will be reinvested directly by the operator concerned with the agreement of the LTA or will involved funding being contributed to support measures across the EP as a whole).

Similar principles apply to any fares or other arrangements which require further work – the delivery timescales, outputs (e.g. types or cost of ticket), process and benefits (e.g. patronage growth sought) should all be clearly specified and transparent in the draft EP (or variation) in terms of both measures and obligations.

This scale of commitment will be needed to give the Department sufficient confidence to move from an indicative funding allocation to confirmed funding. Funding will be confirmed once a draft EP or variation has been reviewed by the Department, we have confirmed (following any agreed changes or clarifications) it is sufficiently detailed and meets our expectations for funding and it has then been formally made or varied.

We would then expect you to move to progress at pace to implement the commitments made in the EP. The further detail, once worked up, should then be included in the EP scheme using the scheme's variation mechanism. For example, a table describing precisely where new bus lanes or junction improvements will be made, what they will be, who is responsible for delivery and when those interventions will be made – see the EP Template for an example. It may be appropriate to vary the EP scheme at regular intervals to achieve this.

As EPs are varied LTAs and operators should ensure that the outcome objectives set for each intervention will still be achieved. If a specific intervention funded through this grant is not taken forward, is expected to have noticeably lower benefits, is not expected to offer value for money or is intended to be stopped or removed the

¹ When planning bus schemes you are reminded to have regard to the Department's additional Network Management Duty statutory guidance issued in May 2020 and updated in July 2021. Consultations, especially on schemes where there is public controversy, should ideally use objective methods such as professional polling to British Polling Council standards, to establish a truly representative picture of local views and to ensure that minority views do not dominate the discourse. Polling results should be one part of the suite of robust, empirical evidence on which decisions are made.

Department's agreement to alternative interventions will be required, otherwise funding may be reduced or withheld. This will be reflected in the grant funding letter.

All other schemes to support or enhance bus services of infrastructure which are funded directly or indirectly by central government should also be incorporated into the EP scheme once funding is secured – on a similar basis to the approach set out above.

Annex 2 – BSIP funding priorities and exclusions

The indicative funding allocation we have offered will require you to carry out some prioritisation or refocussing of the ambitions set out in your BSIP.

Annex 1 set out our ask of your draft Enhanced Partnership (EP) or draft EP variation; this annex sets out further guidance on:

- (a) the types of investment we wish to see prioritised
- (b) the types of investment that we do not expect to fund.

As with BSIPs themselves, we do not expect all plans to look the same and fund exactly the same outputs; you will understand the make-up of interventions needed in your local areas. But we are looking for your plans to reflect national priorities where possible.

The guidance in this annex should help you to prioritise between types of intervention. If, given the size of your indicative allocation, you also need to prioritise within these interventions, we would expect to see investment focussed in a smaller number of areas where there is the most potential to grow bus usage – rather than to be spread more thinly across the geographical area.

If your BSIP contains the types of measures described under (a), but you believe it is essential to fund other measures instead or as the vast majority of your indicative funding, please contact us as soon as possible to discuss this.

Your updated plan will only receive funding if the Government is satisfied that the proposed spend is consistent with this guidance, or there is a compelling local case for different spend.

These are guidelines specifically for use of BSIP funding from the Department, not guidance on the wider content of plans and investment from other sources of funding.

a) Investment priorities which we expect to use the vast majority of your indicative funding allocation

- Our top priority for capital investment is **bus priority** given the significant benefits it can deliver and the operating cost savings it can realise for reinvestment in other aspects of the BSIPs. For funding to be confirmed you will need to demonstrate that you intend to deliver significant bus priority (or that it is demonstrably not required) and that, as set out in the National Bus Strategy, your plans will include bus lane on any roads where there is a frequent bus service, congestion, and physical space to install one. This will involve providing bus lanes in areas where they are most needed, not just where they are easiest to deliver. All bus priority should be based on data from operators, the Analyse Bus Open Data service or other sources which evidence where it is needed most. Bus operators should be fully involved in the development and finalisation of these plans.

- For revenue allocations, our top priorities are:
 - **ambitious and eye-catching initiatives that reduce and/or simplify fares, at pace.** For funding to be confirmed we will be looking for plans that will capture the imagination of potential bus users and make the experience for non-users and existing passengers demonstrably better – not simply reducing the price of an existing complex ticketing product which is not well understood. We are keen to see pilot reductions start as soon as possible during 2022/23 (to seek to attract passengers back after the pandemic and reflecting the end of recovery funding from October) and on a temporary basis where new services, bus priority or other enhancements are introduced. We expect LTA investment in fares reductions to reduce over time as patronage grows and operators are able to reinvest the operating cost savings from bus priority measures being implemented (where relevant)².
 - **increased service frequencies and new/expanded routes** – including better evening and weekend services, new routes that serve identified priorities such as employment sites and services and new Demand Responsive Transport. We recognise that the starting point for service enhancements may now be lower than originally envisaged in your BSIP or potentially than services currently provided, given the end of recovery funding in October. If so, this should be explained clearly in the document to be provided to accompany your draft EP including why you believe the baseline will be lower and why the improvements selected have been chosen. You should not simply use funding to support existing service levels and patterns.

b) Investment types we do not expect to be funded from your indicative allocation

- Any schemes where it is not clear that the primary benefits accrue to buses – e.g. road schemes which increase network capacity with only a tangential or subsidiary benefit to bus services.
- Generic marketing or advertising costs that are not directly related to specific improvements (such as a fares change, or new services). We would expect operators to fund routine marketing and for expectations on its co-ordination and funding levels to be set in the EP. Where there are specific local issues identified with post-COVID recovery, Bus Recovery Funding can be used by operators and the LTA for local travel demand management measures to attract people back to bus. We are also continuing to consider the best timing for a national “Back to Bus Campaign” as promised in the National Bus Strategy.

² We are continuing to work with potential partners of a technical solution to facilitate Pay-As-You-Go multi-operator revenue allocation, and will update you in due course.

- Provision of on-bus hardware such as CCTV or audio-visual equipment. Where required, we expect these to be operator-led contributions and commitments to deliver them to be included in the EP – if necessary as measures to be funded through operating cost savings generated by bus priority measures.
- Investment in existing infrastructure unless there is an evidenced case that it directly tackles barriers to bus use (notably safety) and drives patronage growth. We do not expect to fund, for example, wholesale replacement of functioning, non-life expired infrastructure which meets accessibility and safety requirements but is not consistent in its branding or look and feel.

Annex 3 – Anticipated funding conditions

We envisage funding being provided as a grant under s.31 of the Local Government Act 2003. A draft grant letter will be provided following our review of your draft Enhanced Partnership and any accompanying delivery commitments. We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, or the ambition of the EP is reduced significantly.

Transparency, Accountability and Monitoring

You will be expected to publish, once funding is confirmed, your final summary table setting out your delivery commitments and timescales, the funding which the LTA is committing from this and other sources and what improvements are funded by operators.

You will also be expected to agree a clear plan for ongoing monitoring and evaluation of progress against your delivery commitments and report at least 6-monthly against your BSIP targets and potentially other specified metrics – giving Government and local electorates the opportunity to judge your performance. The Department may publish information about the delivery commitments and BSIP targets of each LTA receiving this funding, and progress against them, on a single, easily accessible website.

We will reserve the right to reduce funding (from this or other DfT funding to the authority) if EP or other funded BSIP commitments made by the LTA are not delivered, modified, delayed significantly or removed or if the ambition of the EP is reduced significantly.

Public Sector Equality Duty

You should consider how best to design your interventions to make sure that the impacts on and benefits for all transport users are taken into account. As such, Brighton and Hove City Council should have due regard to the public sector equality duty under section 149(1) of the Equality Act 2010 in exercising its functions, and in particular when developing schemes.

Value for Money

The value for money of all individual investments under £20m should be considered through the local authority's governance frameworks in the usual way – with confirmation sent to the department by the s151 officer that this funding continues to represent value for money at least annually. We will also provide a form to be signed by your s.151 officer and returned with your draft EP plan and scheme.

Any individual intervention over £20m in total value may require a business case to be developed and approved by the Department.

Concessionary Travel

All LTAs receiving funding for their BSIP are expected to promote bus use wherever possible. This includes promoting the availability of the England National Travel Concessionary Scheme (ENCTS) and ensuring that it is easy to apply for. They should also encourage operators to promote ENCTS (and not prevent them from doing so through funding agreements). Unless there are exceptional circumstances we would expect any existing “no marketing” clauses in concessionary travel funding agreements to be removed by 1 April 2023.

Demand Responsive Transport

Demand responsive transport (DRT) services provided under this funding should offer free travel to ENCTS passholders, between 09:30 to 23:00 on weekdays and at all times on Saturdays, Sundays and bank holidays. We would not normally expect DfT to replace existing standard bus services significantly, but where such services are replaced, the concessions offered should not be reduced.

Where DRT is planned, we expect to see clear arrangements in place to ensure a high standard of integration with other services and a clear timeline for delivery, with particular regard to elements such as continuity of service, accessibility, safety and fare levels. Where the intention is to use DRT or community transport to provide services which fall outside the EP, we would encourage the use of a separate contractual agreement, a memorandum of understanding or, for section 22 operators, a voluntary partnership agreement to set out the arrangements in place to support the delivery of BSIP outcomes.

Branding and publicity

Whilst there are important benefits of local brands for transport services - including promoting local identity, loyalty and accountability - to emphasise the role played by government funding, you must also prominently co-brand any vehicles, signage, websites and all public-facing printed material. Media announcements and releases about improvements funded or part-funded by this money must also be co-branded, must prominently acknowledge the role played by HMG funding and offer HMG the opportunity in good time to include a comment.

Annex 4 – Summary table



BSIP summary
template April 22.xlsx

ENHANCED PARTNERSHIP PLAN AND SCHEME

BRIGHTON & HOVE CITY COUNCIL

xx JUNE 2022

This document is draft and its contents, are subject to change prior to, and after, its submission to the Department for Transport (DfT). This will follow any feedback from the DfT and further consultation with members of the Quality Bus Partnership, ETS Chair and ETS Lead Spokespersons as outlined within the accompanying Committee report.

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INTRODUCTION

Brighton & Hove City Council (the “Council”) is establishing an Enhanced Partnership (EP) under the Transport Act 2000 (As amended by the Bus Services Act 2017). Part 1 of this document sets out the Enhanced Partnership Plan (“EP Plan”). Part 2 sets out the Enhanced Partnership Scheme (“EP Scheme”).

This follows the requirement set by the Department for Transport in its National Bus Strategy published in March 2021 and a decision made by Members of the Council’s Environment, Transport and Sustainability Committee in June 2021.

The EP replaces the voluntary Quality Bus Partnership. The Quality Bus Partnership was in place between the Council and Brighton & Hove Bus Company from 1997. It was expanded to include other operators in 2015.

The EP Plan relates to the Brighton & Hove Bus Service Improvement Plan (“BSIP”). The BSIP was first published in October 2021. The BSIP sets out the strategic vision for how the Council and bus operators will improve bus services in the city.

The BSIP and EP Plan will be aligned with the Local Transport Plan (LTP) and Local Cycling and Walking Infrastructure Plan (LCWIP).

The key objectives of the BSIP are to:

- Increase bus passenger numbers, firstly returning them to levels seen before the Covid-19 pandemic and then growing these.
- Reduce bus journey times.
- Increase bus passenger satisfaction levels.
- Improve bus reliability.

The BSIP outlines specific targets for each of these areas. Progress against these will be monitored every six months. The targets and wider BSIP will then be reviewed annually.

A number of actions are outlined in the BSIP to achieve these outcomes and targets. These include investment in infrastructure and vehicles, as well as aspirations to simplify and reduce fares.

The EP is the formal, legally binding, agreement between the Council and Bus Operators to deliver the BSIP. The EP Plan closely reflects the strategic elements of the BSIP. The EP Scheme(s) will then set out the commitments from the Council to deliver the objectives and actions included in the BSIP.

Table 1 sets out the EP approach for each of the BSIP Outcomes.

Table 1: EP Approach

BSIP Outcome	Original BSIP Action	EP Approach
1. More frequent services	1.1 Brighton & Hove Buses and Stagecoach to commit to maintaining the equivalent of current daytime and evening service levels on commercial routes, whilst allowing scope for adjustments in response to changing customer requirements and unforeseen circumstances.	Not included in the EP; now subject to separate network review process required by the DfT and associated with the ending of pandemic recovery funding.
	1.2 The Council will work with operators and neighbouring authorities to explore how services to areas to the north of Brighton & Hove can be enhanced. This includes an aspiration for: <ul style="list-style-type: none"> • Sunday service on route 17 to Horsham • Minimum hourly services and a Sunday service on links between Crawley and Mid Sussex via routes 270/271/272/273 (combining to provide a more frequent service to Brighton). 	This action will not be taken forward at this time owing to the priorities of neighbouring authorities as well as other proposals for investing in supported bus services within Brighton & Hove.
	1.3 Brighton & Hove Buses will review current 23 and 14C services in order to provide more frequent direct services from the east of the city to Falmer and the universities.	This action will not be taken forward at this time owing to the priorities of neighbouring authorities as well as other proposals for investing in supported bus services within Brighton & Hove.
	1.4 Brighton & Hove Buses to develop alternative means of timetable communication were Bus Times magazine not to re-enter publication. All other operators to contribute to this.	Commitment to paper-based timetables in some form included in EP Scheme.
	1.5 The Council will maintain current supported bus routes until at least September 2022.	Retention of base funding levels is included in EP Scheme.
	1.6 The Council will review the need for future changes to supported bus services as a result of permanent	Amendments and improvements to supported bus

BSIP Outcome	Original BSIP Action	EP Approach
	changes in demand on these and other routes.	services included in accompanying BSIP Additional Delivery Plan.
	1.7 The Council will explore opportunities to increase frequencies on supported bus services.	To be considered for future EP scheme once funding situation known.
	1.8 To review school services funded by the Council to consider stakeholder requests and future demand across the network following the pandemic.	Not included in EP.
2. Bus journeys to be faster and more reliable	2.1 The Council will develop schemes in the Bus Network Review as funding becomes available.	EP Scheme includes commitment from the Council to undertake design development, consult on and, subject to the outcome of these processes, implement bus priority facilities.
	2.2 The Council to assess feasibility of bus priority on A259 between Brighton Marina and Ovingdean.	
	2.3 The Council to assess feasibility of bus priority on A259 between Brighton Palace Pier and Lower Rock Gardens.	
	2.4 The Council to assess feasibility of bus priority on A23 between Preston Park and St Peter's Place.	
	2.5 The Council will review whether additional bus detection / bus priority is feasible and will benefit buses as junctions come forward as part of the signal upgrade programme.	
	2.6 The Council will work with operators to review the placement of bus stops.	Included in EP Scheme.
	2.7 Investigate limited-stop services from suburban parts of the city in order to speed up services.	Service from Mile Oak included in accompanying BSIP Additional Delivery Plan.
	2.8 The Council will implement red routes on Lewes Road and A23.	Included in EP scheme.
	2.9 The Council will continue to support a change in legislation which allows councils in England outside of London to enforce pavement parking.	Not applicable to EP.

BSIP Outcome	Original BSIP Action	EP Approach
	2.10 A member of staff or contractor would be appointed with a dedicated role to manage parking and loading at bus stops and other locations which cause delays to buses.	Included in EP Scheme.
	2.11 The Council will seek funding for a Strategic Outline Business Case for BRT scheme on the seafront between East and West Sussex and other major corridors.	Included in EP Scheme.
3. Bus travel to be cheaper	3.1 Brighton & Hove Buses to extend contactless fare capping period to cover up to one week rather than one day. This will ensure passengers using the bus on a number of days benefit from multi-day discounts.	EP agreements on fares cover all operators rather than a specific operator. This action will be monitored as part of the BSIP reporting process.
	3.2 Operators to develop a 'best fare finder' online tool / app and ensure contactless payment provides the best price available (not just the best on-bus price).	Included in accompanying BSIP Additional Delivery Plan.
	3.3 All operators to make arrangements to allow disadvantaged passengers to purchase season tickets. This will be accompanied by additional marketing, so the offer is more widely known.	Included in EP Scheme.
	3.4 Operators will deliver a marketing campaign focusing on fares, including how to get the best value ticket and comparing to the cost of driving. This will include on-bus advertising and other areas that target people who do not use buses regularly or at all. The Council will explore opportunities to support this through its own channels such as Variable Message Signs (VMS) on major roads.	Included in EP Scheme.
	3.5 The Council and operators will continue to promote the BetterPoints Move for Change scheme which provides residents	Included in EP Scheme.

BSIP Outcome	Original BSIP Action	EP Approach
	with rewards for travelling by public transport, on foot or by bike.	
	3.6 Operators will work with the Council, East Sussex County Council and West Sussex County Council to introduce subsidised period bus passes for young people. These would provide unlimited travel and savings over current offers. Operators to also explore expansion of free travel for young people, previously offered at Christmas, to include other periods of the year. It is the Council's ultimate aim that young people will be able to travel on buses for free throughout the year.	A revised version of this proposal is included in the EP Scheme to reflect the funding allocations of each authority and the need for offers to have a chance of being sustainable.
	3.7 Operators will review the current Discovery ticket to provide a simplified, discounted ticket, available across all routes to and from Brighton & Hove from East and West Sussex, allowing change to different operators within Brighton & Hove. Operators will also explore integration of the Discovery ticket with rail.	To be considered for future EP Scheme following agreement of details with operators and neighbouring authorities.
4. Reducing over provision	4.1 The Council will work with operators to explore whether some services terminating in the city centre could be re-routed to avoid travel along North Street.	To be considered for future EP scheme following agreement of details with operators.
5. Buses easier to understand	5.1 The Council will maintain a Real Time Public Transport Information (RTPI) network and produce an RTPI strategy.	Included in EP Scheme.
	5.2 Maps to be developed for shelters. This will begin with interchange locations and stops with multiple services.	Included in EP Scheme.
	5.3 A common brand will be investigated to indicate that tickets can be used across different services; however, this will complement rather than replace current branding.	Not identified as a priority at this stage but to be reconsidered through the EP in future should it be considered advantageous.

BSIP Outcome	Original BSIP Action	EP Approach
	5.4 All operators to introduce a targeted campaign to encourage people to try out buses with a discounted ticket.	Replaced with package of fare offers included in EP Scheme.
	5.5 Brighton & Hove Buses to continue to provide daytime staff presence at Brighton Station and in One Stop travel shops in Brighton and Hove. Funding sought to enable night time customer service coverage to respond to enquiries.	Included in BSIP Additional Delivery Plan.
	5.6 Operators to introduce passenger counting technology to provide more reliable information on how busy buses are and help customers plan.	Not identified as a funding priority at this stage.
	5.7 The Council will work with operators, neighbouring authorities, South Downs National Park, National Trust and Community Rail Partnership to expand on the existing Breeze up to the Downs campaign.	Additional marketing included in EP Scheme.
	5.8 Operators to work with tourism industry on a marketing campaign so that visitors are aware of buses in advance of and during their visit, including expanding on a trial scheme to offer bus travel with hotel stays.	Additional marketing included in EP Scheme.
	5.9 Brighton & Hove Buses to work with tourism industry to promote Park & Ride trial to visitors from outside the area.	Not included in EP Scheme. Future of Park & Ride subject to further work, including outcome of a feasibility study.
6. Buses to be easier to use	6.1 Council and operators to support development of a national system to allow continuous contactless ticketing and fare capping for journeys across different operators.	Not applicable to EP.
	6.2 Operators to implement ticket machine upgrades to allow faster contactless/smart/mobile read speeds to reduce boarding times.	Not identified as a funding priority at this time.
	6.3 Stagecoach tickets to be accepted by Brighton & Hove Buses and supported bus service operators and vice versa.	It is expected this will become possible as part of the development of the

BSIP Outcome	Original BSIP Action	EP Approach
		national system. Multi-operator ticketing is however already available on most services in the city.
	6.4 The Council will explore opportunities for the enhancement of Pool Valley.	Not identified as a funding priority at this time.
7. Buses better integrated with other modes	7.1 Bus operators will work with rail partners to develop a consistent and attractive rail-bus offer and market this to rail passengers.	Not identified as a specific funding priority at this time; however, commitment to additional marketing is included.
	7.2 The Council and operators will support the development of a national system to allow continuous contactless payment between all bus operators and rail.	Not applicable to EP.
	7.3 The Council will work with the bike share operator and bus operators to explore an integrated payment system.	To be considered for future EP scheme, subject to the re-procurement of the bike share operator and development of national multi-modal payment system.
	7.4 The Council will investigate options for local mobility hubs in neighbourhood locations. These will provide interchange between different forms of sustainable travel, which may include bus, rail, cycle hire and car clubs, depending on the location.	Not included at this stage as other capital measures have been identified as higher priorities.
	7.5 Trial Park & Ride	Not included in EP.
8. Buses better integrated with other modes	8.1 The Council will continue its rolling programme to provide accessible kerbs and reduce street clutter at bus stops with the ultimate aim of making all stops accessible.	Included in EP Scheme.
	8.2 The Council will continue to extend accessible kerbs at bus stops to accommodate double-door buses.	Included in EP Scheme.
	8.3 The Council will continue to upgrade bus stop waiting environments to provide improved	Included in EP Scheme.

BSIP Outcome	Original BSIP Action	EP Approach
	and more attractive facilities, including shelters and seating. This will include working with the Council's shelter contractor and prioritising those with higher numbers of boarding passengers.	
	8.4 The Council will investigate and install 'superhub' bus shelters in key interchange locations such as Churchill Square and Valley Gardens.	Included in EP Scheme.
9. Provide modern, clean buses	9.1 All operators to convert to a fully zero emissions fleet and procure energy from renewable sources. The Council will continue to support operators with funding bids.	Commitment included in EP Scheme.
	9.2 All buses will be Euro VI as a minimum through the ULEZ by 2023 with conversion of remaining Euro V vehicles.	Not part of EP.
	9.3 The Council will specify that buses on supported bus routes will operate Euro VI vehicles as a minimum from 2022 and zero emissions no later than 2026.	Not part of EP.
	9.4 All operators to work together to prepare a joint accessibility standard for services in order to ensure the features currently seen on some buses / operators are available on all. This will be a requirement for all services operating in the city through the EP.	Included in EP Scheme.
	9.5 Operators will continue to specify audio-visual stop information in the procurement of new vehicles.	Included in EP Scheme.
	9.6 The Council will make audio-visual information a requirement for future operators of supported bus services.	Not part of EP Scheme.
	9.7 Operators will explore the introduction of 5G WiFi as technology allows.	Not identified as a funding priority at this time.
	9.8 USB chargers to be retrofitted to additional buses.	Not identified as a funding priority at this time.
	9.9 Operators will investigate options for allowing cycles on additional routes serving the South Downs.	Included in EP Scheme.

COMPETITION TEST

The Competition Declaration is attached in Annex C for completeness. However, it should be noted that it is a separate, standalone document that does not need to go through the EP variation procedures to change it.

DRAFT

PART 1 - EP PLAN

THE BRIGHTON & HOVE CITY COUNCIL ENHANCED PARTNERSHIP PLAN FOR BUSES IS MADE IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000 BY BRIGHTON & HOVE CITY COUNCIL

1. Introduction

- 1.1 The content of the EP Plan is based on that required by Section 138A of the Transport Act 2000. The BSIP provides further detail and background on bus services in Brighton & Hove.

2. Area covered

- 2.1 The Brighton & Hove BSIP covers the whole area within the Brighton & Hove City Council (BHCC) boundary. A map of the area covered is provided in Figure 1.1.

Figure 1.1: Map showing Brighton & Hove City Council area covered by the EP Plan



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3. Intended effect of the EP Scheme(s) on neighbouring areas

- 3.1 The EP Plan covers services which include at least one stop in the plan area. This will be reflected in the EP Scheme(s), except where services are specifically excluded.

3.2 The Council will consult neighbouring Local Transport Authorities when proposing measures which have an impact on cross-boundary services. However, plans to improve services in Brighton & Hove are complementary to, and will support, measures neighbouring authorities have included in their BSIPs. Likewise, efforts by these authorities to improve bus services in their areas will help make the bus an attractive option for more people travelling into Brighton & Hove from these areas.

4. The local bus market

4.1 The city is well served by the commercial bus network. Most services are operated by Brighton & Hove Buses. Additional long-distance services are operated by Stagecoach and Metrobus. The Council provides financial support for bus routes to communities not served by the commercial network. Contracts for these services are tendered by the Council and, at the time of the making of this EP Plan, contracts were held by Brighton & Hove Buses, Compass Travel and The Big Lemon.

5. Relevant factors affecting the local bus market

5.1 The following factors have been identified as being likely to, or having the potential to, affect the local bus market over the life of the EP Plan:

- Recovery of demand following the Covid-19 pandemic. Currently it is uncertain to what extent travel patterns have changed permanently as a result of measures introduced during the pandemic, for example, increased levels of working from home. It is also unclear to what extent people who have changed their mode of travel during the pandemic will return to travelling by bus for all the trips they made this way before the pandemic.
- Developments in the city. An increase in the number of households in the city, has the potential to increase demand for travel, including by bus.

6. Information on passengers' experiences

6.1 The Council invited comment from various stakeholders to inform the BSIP. Feedback is also available from local responses to the National Highways & Transport (NHT) survey.

6.2 The Council participates in the NHT public satisfaction survey each year. This is undertaken by Ipsos MORI and the University of Leeds Institute of Transport Studies for the NHT Network¹ of authorities.

6.3 Data from 2020 show that Brighton & Hove performs well in comparison to other areas across the majority of criteria and that it was in the top three for overall satisfaction with local bus services and information. The one area where Brighton & Hove performed less well compared to other areas is on fares, which were perceived to be high by survey respondents.

¹ <https://nhtnetwork.org/>

6.4 Stakeholders were also invited to provide feedback on bus services in the development of the BSIP. This also indicated a good level of satisfaction; however, the most common issues or areas for improvement raised related to the frequency or routing of some services and the cost of fares.

7. Bus journey speeds and the impact of congestion

7.1 The majority of services now take longer to complete their route than they did in 2015 based on the time allowed for in timetables². The data indicates that:

- On average, approximately 7% more time was needed for a bus to complete its route in 2019 compared to 2015.
- In the AM peak, 86% of regular services in 2019 had more time built into timetables in at least one direction, with 72% taking 5% or more longer than they did in 2015.
- In the PM peak, all regular services in 2019 had more time built into timetables in at least one direction, with increases of at least 5% compared to 2015.

7.2 Reliability has also varied. Punctuality figures for Brighton & Hove Buses, representing most bus services in the city, reduced from 85.5% between April 2014 and March 2015 to 80.4% for the same period in 2019-2020.

7.3 In 2020-2021, which includes the Covid-19 lockdowns, the figure improved to 87.6%. This demonstrates the potential for improved performance where buses are not inhibited by traffic congestion, although delay at bus stops is also a factor.

8. Outcomes needed to improve bus services in the EP Plan area

8.1 The BSIP identifies the following outcomes, in line with the aspirations of the Government's National Bus Strategy:

- More frequent services
- Bus journeys to be faster and more reliable
- Bus travel to be cheaper
- Buses that are easier to understand
- Buses that are easier to use
- Buses better integrated with other modes
- Bus that are modern and clean

9. Interventions to deliver these outcomes

9.1 The BSIP identifies a number of interventions that the Council and operators consider will be necessary to meet the above outcomes. These include:

- Maintaining good frequencies on well-served routes.
- Improved frequencies on less-well served routes. This could include those supported by the Council to communities not served by the commercial

² Based on data from Brighton & Hove Buses for regular services

bus network, such as Stanmer Park and parts of East Brighton, and commercial routes to towns to the north of Brighton & Hove.

- Establish a road map to all operators introducing zero emissions fleets.
- Exploration of additional limited stop services.
- Improvements to bus priority, including to consider the feasibility of further measures on the A259 and A23 south of Preston Park.
- Measures to simplify ticketing and ensure passengers are getting the lowest fares available to them.
- Marketing campaign to encourage people back on to buses and encourage new users, including visitors to the city.
- Continued improvement to stops, including shelters, accessible kerbs and the introduction of route and wayfinding maps.

9.2 The EP Scheme includes a number of commitments towards delivering many of the above aspirations. Further EP Schemes will be developed through the lifetime of the EP Plan as the availability of funding and market conditions allow.

10. Complementary policies

10.1 The Council's specific policies and measures to encourage bus use are complemented by its wider transport policies contained in the Local Transport Plan. The Council has an objective for Brighton & Hove to be a carbon neutral city by 2030. Introducing policies that support a higher proportion of people to complete journeys by sustainable modes of travel, including bus, will be a key factor in achieving this target.

10.2 Over a number of years, the Council has introduced on-street parking controls across much of the city. This helps to generate more sustainable travel, including on buses, through encouraging lower car ownership. The management of parking in areas with high parking pressure and inconsiderate parking also helps reduce bus delays through these areas. The Council also has a policy of encouraging visitors to travel into the city centre by sustainable modes where possible and this is reflected in parking charges.

10.3 The Council's parking enforcement contractor employ a team of Civil Enforcement Officers and the council also has a network of cameras monitoring the city's bus lanes. A breakdown of spending is published each year in the Council's Parking Annual Report.

11. Period covered by the EP Plan

11.1 The EP Plan will be in place from xx xx 2022. The EP Plan has no end date.

12. Review of the EP Plan

12.1 The DfT requires the BSIP to be reviewed annually and progress against BSIP targets to be monitored every six months³. The Council will therefore monitor and update the BSIP in accordance with this requirement during the

³ National Bus Strategy, March 2021, Page 41

lifetime of the EP Plan. These timescales would be superseded were the DfT to issue revised frequencies at which updates and progress reporting for the BSIP are required.

12.2 Changes to the EP Plan would be subject to formal variation procedures⁴ and there is no minimum requirement for reviewing the EP Plan, unlike with the BSIP. Therefore, this EP Plan does not include a timescale for when it will be updated. The need for an update to the EP Plan will however be considered by Council officers were changes to be made to the BSIP that mean the EP Plan is no longer accurate.

12.3 EP Schemes have their own review arrangements. This will be detailed within any EP Scheme(s).

13. Consultation on the EP Plan and EP Schemes

13.1 The Council will follow the statutory process for developing the EP Plan and EP Schemes. This includes consultation with operators and passenger groups. Once an EP Scheme is made, non-statutory consultation may be held on some facilities and measures prior to their implementation. The extent of non-statutory consultation will be dependent on the nature of each intervention. For example, bus priority proposals would typically include a public consultation, whereas measures to improve bus accessibility would be subject to targeted engagement with bus users. Some interventions will also require a separate statutory process, for example, the advertisement of a Traffic Regulation Order.

13.2 EP Forum meetings will be held as detailed within the EP Scheme. These meetings will provide an opportunity for progress against the EP Plan to be reviewed.

13.3 The Council will consult operators and Brighton Area Buswatch on changes that may be included in an annual update to the BSIP.

13.4 Elected Members of the Council will be asked to consider a report each year outlining progress against the BSIP and any changes recommended to the BSIP.

13.5 Were updates to the BSIP to result in changes being made to the EP Plan, this will follow the formal variation procedures which include a period of statutory consultation. Changes to the BSIP will not necessarily result in changes to the EP Plan.

13.6 Elected Members of the Council will be asked to consider changes to the EP Plan and new or amended EP Scheme(s) where this contains content which is additional or contradicts the current approved BSIP. For the avoidance of doubt, BSIP actions will not always be represented in EP Schemes and the omission of BSIP content from EP Schemes does not represent a contradiction.

⁴ As set out in s.138L of the Transport Act 2000

PART 2 – EP SCHEME

THE BRIGHTON & HOVE CITY COUNCIL ENHANCED PARTNERSHIP SCHEME FOR BUSES IS MADE IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000 BY BRIGHTON & HOVE CITY COUNCIL

Section 1 – EP Scheme Content

- 1.1 This document fulfils the statutory requirements for an EP Scheme. In accordance with statutory requirements in section 138 of the Transport Act 2000, the EP Scheme document sets out:

Section 2 - Scope of the EP Scheme and commencement date

Section 3 - Obligations on the Council

Section 4 - Obligations on Bus Operators

Section 5 – Governance Arrangements

- 1.2 The EP Scheme can only be put in place if an associated EP Plan has been made. Therefore, this document should be considered alongside the associated EP Plan.
- 1.3 The EP Scheme has been jointly developed by Brighton & Hove City Council as Local Transport Authority and those bus operators that provide local bus services in the EP Scheme area. It sets out obligations and requirements on both the Local Transport Authority and operators of local services in order to achieve the intended improvements, with the aim of delivering the objectives of the associated EP Plan.

Section 2 - Scope of the EP Scheme and Commencement Date

Description of geographical coverage

- 2.1 The EP Scheme can only be put in place if an associated EP Plan has been made. Therefore, this document should be considered alongside the associated EP Plan.
- 2.2 The EP Scheme will support the improvement of all local bus services operating within the Brighton & Hove City Council boundary.

Map of EP Plan and EP Scheme areas

- 2.3 The EP Plan and EP Scheme cover the same geographical area. This is the area within the boundary of the Brighton & Hove City Council unitary authority. This is shown in Figure 2.1.

Figure 2.1: Map showing Brighton & Hove City Council area covered by the EP Plan and EP Scheme



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Commencement date

- 2.4 The EP Plan and EP Scheme are made on **xx xx 2022**. The EP Plan will have no end date. The EP Scheme will also have no end date.

Exempted services

- 2.5 The following services are exempt from the requirements of the EP Scheme:
- A service which has part or all of its route registered as a local service in the EP geographical area, but where it operates as a long-distance coach service
 - A service which is registered as a local service under section 6 of the Transport Act 1985 but which would otherwise be an excursion or tour within the meaning in section 137(1) of that Act

Section 3 - Obligations on the Council

Funding

- 3.1 The Council will use the BSIP funding allocated by the Department for Transport to deliver the facilities and measures outlined in this EP Scheme, as well as enhancements to supported bus services which are outlined in a separate document accompanying this EP Scheme.

- 3.2 The Council will fund concessionary fares for older and disabled people as part of the English National Concessionary Travel Scheme (ENCTS). The level of reimbursement is to be agreed each year in line with any DfT guidance provided at the time. The Council will continue to fund an enhancement to the national scheme which allows older people to travel for free within the EP Scheme area between 9:00am and 4:00am on weekdays (compared to 9.30am and 11.00pm nationally on weekdays) and all day at weekends and on bank holidays.
- 3.3 The Council will continue to provide annual funding towards supported bus services, support for the Real Time Public Transport Information (RTPI) system, bus stop upgrades and bus stop maintenance.
- 3.4 The Council will continue to fund a minimum of three Full Time Equivalent Staff members to work on public transport matters. This does not include extra staff to support the delivery of facilities and measures outlined in this EP Scheme.
- 3.5 The arrangements outlined in paragraphs 3.1 to 3.4 may be varied in future using the EP Scheme Bespoke Variation arrangements at Section 5.

Facilities⁵

Bus priority

- 3.6 The Council will provide and maintain the list of bus lanes and bus gates described in Annex A.1.
- 3.7 The Council will complete an update to the city's Bus Network Review by July 2022. This is a document identifying potential improvements to the highway network to reduce delay for buses. The Council will monitor progress against the Bus Network Review annually thereafter.
- 3.8 The Council will develop and consult on additional bus priority facilities for the locations outlined in Annex A.2. Bus operators will be invited to participate in the design development of these facilities. As part of the consultation process, the Council will seek to ensure the views of all are heard, including bus passengers.
- 3.9 Subject to the outcome of the design development and consultation process, the Council will then implement these facilities in accordance with the timescales outlined in Annex A.2. Timescales are targets only and subject to change as a result of the design development process and further site investigation.
- 3.10 Any programme for subsequent installations or changes will replace Annex A using the EP Scheme Bespoke Variation arrangements at Section 5.

⁵ Provided under s.138D(1) of the Transport Act 2000

Bus stops

- 3.11 The Council commits to continuing to expand the number of accessible bus stop kerbs in each financial year. This may also include extending existing accessible kerbs to accommodate double-door buses. The number of locations and timescale are subject to the work required at each stop and associated costs.
- 3.12 The Council commits to funding at least two 'superhub' bus shelters at interchange locations in the city centre. Superhub shelters will provide additional features to a standard shelter which may include wifi and charging points.
- 3.13 The Council will undertake a review of bus stop locations on at least two major bus corridors which may include Edward Street/Eastern Road and New Church Road/Church Road. The purpose of the review will be to determine whether bus stops could be more efficiently located in order to improve journey times whilst minimising any impact on the accessibility of bus stops. The number of stops relocated would be subject to the construction work involved, costing and public consultation. The review will commence before April 2023. Changes to the first stops identified will be implemented before April 2024. All construction work would be completed by April 2025.
- 3.14 The Council will continue to manage a bus shelter maintenance contract. This will require shelters to be cleaned on a regular basis. It will also require shelter defects and vandalism to be made safe as soon as reasonably practical and made good as soon as possible thereafter.
- 3.15 The arrangements outlined in paragraphs 3.6-3.14 may be varied in future using the EP Scheme Bespoke Variation arrangements at Section 5.

Measures⁶

Enforcement

- 3.16 The Council will use the discretionary powers granted in the Traffic Management Act 2004 to enforce the list of bus lanes and bus gates provided in Annex A with CCTV equipment.
- 3.17 Any programme for subsequent installations or changes will amend Annex A using the EP Scheme Bespoke Variation arrangements at Section 5. The Council will also develop design proposals for red routes on Lewes Road (both sides between Elm Grove and the Vogue Gyrotory) and A23 Preston Road (northbound between Preston Circus and Preston Drove and southbound between Preston Drove and Stanford Avenue) by 1 April 2023. The implementation of any proposals will be subject to a consultation process and will include a Traffic Regulation Order being advertised.

⁶ Provided under s.138D(2) of the Transport Act 2000

3.18 The Council will employ a dedicated civil enforcement officer through its enforcement contractor to enforce parking and loading at bus stops and elsewhere on bus routes where parking and loading causes delay to buses. The Council will commence the recruitment process within two months of BSIP funding being awarded. The post will continue subject to BSIP Funding.
Information

3.19 The Council will continue to support a Real Time Passenger Information (RTPI) system until at least April 2025. The Council will also conduct a review of the RTPI system by April 2025. The review will include consideration of the long-term sustainability of the RTPI system and any changes that may be needed to ensure this.

3.20 The Council will develop maps for bus stops including route information. The number of bus stops will be subject to costing; however, the priority stops will be at interchangeable locations, to allow easy change to other forms of transport such as cycling or rail use. The priority stops will also be followed by other stops with bus shelters. The first maps will be developed and installed by April 2023. This will be rolled out to further locations in 2023-24 and 2024-25.

Marketing

3.21 The Council will continue to support the BetterPoints Move for Change scheme until at least April 2024 which provides bus passengers with rewards and an additional incentive to travel by bus.

3.22 The Council will continue to make information about ENCTS for older people and disabled people via its website. The Council will work to further promote the scheme through social media and working with bus operators. The intention will be to ensure that residents are aware of the ENCTS scheme for when they become eligible.

Complementary measures

3.23 The Council will continue to use parking charges within its control as a means to encourage sustainable modes of travel.

3.24 The arrangements outlined in paragraphs 3.15-3.22 may be varied in future using the EP Scheme Bespoke Variation arrangements at Section 5.

Section 4 - Obligations on Local Bus Operators⁷

Vehicle and accessibility standards

4.1 New vehicles registered on or after the EP Scheme commencement date must meet the following requirements:

⁷ Under s.138C of the Transport Act 2000

- CCTV installed for safety and security. This will provide images inside the vehicle for safety and security.
- Free Wi-Fi.
- Automatic Vehicle Location equipment installed that will feed into the RTPi system.
- Heating and cooling for customer comfort.
- Mobile device charging available, including at every wheelchair space and priority seats.
- Audio visual announcements, which apply to both decks where a bus has two decks:
 - Next stop audio announcements, including through an induction hearing loop at every wheelchair space and priority seats.
 - Next stop visual announcements.
- Be accessible to all including the following features:
 - Step free access to the lower deck.
 - Ramps which can be deployed on request.
 - At least one wheelchair space.
 - Floors that are not coloured black or another dark colour, in order to improve accessibility for people with dementia.
- Option to pay for tickets through contactless ticketing.

4.2 In addition, operators shall:

- Provide a Wheelchair Taxi Guarantee Scheme. Under the Wheelchair Taxi Guarantee Scheme, operators shall provide a taxi if, for any reason, a wheelchair user is unable to board. Where such a situation arises, the bus driver shall request a taxi from the operator's control centre and provide the passenger who is unable to board with a leaflet outlining the Wheelchair Taxi Guarantee Scheme.
- Permit assistance dogs on all services.

4.3 All vehicles shall be cleaned internally at least daily.

4.4 All operators will work with the Council to investigate the feasibility of allowing bikes on additional bus services. This work will be complete by April 2024.

Zero emissions buses

4.5 All new buses purchased to operate in the city from January 2024 will have zero emissions at the tail pipe for their entire route.

4.6 All buses running through the city will have zero emissions at the tail pipe for their entire route by April 2030. Subject to available funding and changing regulatory arrangements

4.7 All power to operate zero emissions buses will be generated from renewable sources. This will apply from the commencement of this EP Scheme.

4.8 The arrangements outlined in paragraphs 4.5-4.7 may be subject to available funding and changing regulatory requirements.

Fares and ticketing [to be updated as details confirmed]

4.9 All bus operators will allow free travel by up to three children or young people aged 19 or under when accompanied by a paying ticket or concessionary pass holder. This offer shall apply on weekends, bank holidays and Mondays to Fridays between times to be agreed with operators.

4.10 Bus operators will introduce 50p single journey tickets for unaccompanied children or young people under 19. This offer shall apply on weekends, bank holidays and Mondays to Fridays between times to be agreed with operators.

4.11 Bus operators will review zone-based pricing structures to provide simpler and fairer prices.

4.12 The offers outlined in paragraphs xx-xx will be subsidised by the Council, using DfT BSIP grant funding, until 31 March 2025. Subject to discussion and agreement, operators will be required to enter into reimbursement agreements with the Council. Subject to discussion and agreement operators shall commit to the principle of continuing these offers beyond 31 March 2025 through reinvesting savings and additional revenue generated as a result of the other measures and facilities contained within this EP Scheme. This will be subject to the savings actually realised. To determine these savings, operators will be required to provide all information reasonably requested by the Council, and any auditors the Council may employ on its behalf, on an open book basis.

4.13 In addition to the above: operators will be required to:

- Subject to agreement and discussion with operators standardise fares across all payment methods. This means that the walk on cost will be the same whether paid for using contactless bank card, pre-payment card, mobile app, scratch card or cash. The weekly capped fare will be the same whether paid for using contactless bank card, pre-payment card, mobile app, scratch card or cash.
- Work with the Wave Community Bank to offer those on low incomes the ability to pay for long-term season tickets on a monthly basis. Operators shall actively promote this offer alongside others included in this EP Scheme (see paragraph 4.24).
- [Extension of carers offer to paid carers TBC.]

4.14 The primary purpose of the package of fare offers and ticketing reform measures outlined in paragraphs 4.9 to 4.13 will be encourage higher bus usage. The Council will lead on a monitoring plan to evaluate the impact of the different interventions and all operators will be required to participate fully in this process.

- 4.15 In the event that operators choose to no longer accept cash payments on services, they will not do so until an accessible alternative is in place. This alternative shall allow continued and convenient access to bus travel for those without bank accounts.

Information

- 4.16 This section is in addition to the vehicle specifications set out in paragraph 4.1.
- 4.17 All operators shall adhere to a Passenger Charter. The Passenger Charter will be produced by the Council in partnership with operators who will be provided with the opportunity to contribute. Operators shall make copies or links to the Passenger Charter available on their websites and at physical customer service points. It will be reviewed by the EP at least annually. Proposed changes will be subject to the EP Forum decision making process outlined in section 5.
- 4.18 Bus operators will ensure that up to date paper-based timetable information is available at all bus stops within the city boundary at all times.
- 4.19 Bus operators will continue to make paper-based timetable information available at customer service points.
- 4.20 All operators commit to the provision of customer service training for drivers and other frontline staff working within the EP area.
- 4.21 The arrangements outlined in paragraphs xx-xx will be adopted and varied in future using the EP Scheme Bespoke Variation arrangements at section 5.

Marketing

- 4.22 Bus operators will work with the Council to actively promote and market the facilities and measures outlined in this EP Scheme to existing and potential bus passengers. This will also include a marketing campaign to address perceptions on the cost of bus travel, comparing to the cost of driving. All marketing enabled by the BSIP funding will be additional to that already undertaken by operators and/or the Council.
- 4.23 The arrangements outlined in paragraphs 4.1-4.22 will be adopted and varied in future using the EP Scheme Bespoke Variation arrangements at section 5.

Section 5 – Governance Arrangements

EP Forum

- 5.1 The future content and arrangements for the variation and revocation of the EP Plan and EP Scheme will be considered by a Forum, whose members comprise the Council and bus operators providing local bus services within the EP Plan area. The Forum will also have a Passenger Representative from

Brighton Area Buswatch. The Passenger Representative will be invited to advise the EP Forum on the views of passengers, contribute to discussions and table agenda items; however, they will not have a decision-making role on the EP Forum.

- 5.2 The EP Forum will be chaired by a Member of the Council's Environment, Transport and Sustainability Committee.
- 5.3 Guest attendees may be invited to the EP Forum on an ad-hoc basis. Guest attendees will have no decision-making role.
- 5.4 The EP Forum will meet quarterly.
- 5.5 Additional meetings may be called, for example, to consider urgent issues.
- 5.6 All meetings will be arranged by the Council. Agenda papers and minutes from the previous meeting will be circulated in advance of each meeting.
- 5.7 Meetings will either be held at Hove Town Hall or virtually. Other meeting locations may be used from time to time with the prior agreement of Forum members.
- 5.8 The above arrangements for the EP Forum will be adopted and varied in future using the EP Scheme Bespoke Variation arrangements in paragraphs 5.12 to 5.17.

Review of EP Scheme

- 5.9 Once the EP Scheme is made, it will be reviewed by the EP Forum every six months following publication of data on progress towards targets, as required by the BSIP. This will ensure any necessary action is taken to deliver the targets set out in the BSIP. The Council will initiate each review.
- 5.10 The EP Forum can also decide to review specific elements of the scheme on an ad-hoc basis. EP Forum members should contact the Council's public transport team by email explaining what the issue is and its urgency. The Council will then decide whether to table at the next scheduled meeting or make arrangements for all or the necessary EP Forum members to gather more quickly.
- 5.11 The Council will invite stakeholders to feedback on the success of the EP and the performance of the Council and bus operators against the outcomes outlined in the EP Scheme. Feedback will be sought at least annually. Stakeholders shall include, but not necessarily be limited to, representatives of transport user groups, groups representing people with protected characteristics under the Equality Act 2010 and business representatives. The Council will collate feedback and present this at a meeting of the EP Forum.

Bespoke Arrangements for Varying or Revoking the EP Scheme

- 5.12 Under powers at s.138E and as permitted by s.138(K)(7) of the Transport Act 2000, this EP Scheme may be varied or revoked in accordance with the bespoke mechanism as set out in this section (5). Any provision of the EP Scheme may be amended in accordance with such bespoke mechanism including, without limitation, as to its scope, its duration, this clause (5.11) and/or any other provision of this EP Scheme.

Proposer of a variation

- 5.13 Consideration will be given to potential EP Scheme variations highlighted either by the Council, one of the organisations represented on the EP Forum, or by an operator of local bus services. The proposer of a variation should demonstrate how this might contribute to achieving the objectives set out in the BSIP, EP Plan and current local transport policies. Such requests should be in writing and submitted to the Council's public transport team by email. The Council will forward all requests on to all EP Forum members within 10 working days.

Decision-making process and bespoke objection mechanism

- 5.14 On receipt of a request for a variation under this section, the Council will reconvene the EP Forum, giving at least 14 days' notice for the meeting, to consider the proposed variation. If the proposed variation is agreed by all bus operator representatives present, and if the Council also agrees, the Council will make the EP Scheme variation within 15 working days and publish the revised EP Scheme on its website. If all operators do not agree, the following criteria will be applied:

Criteria 1

- The combined registered distance of all the qualifying local services operated by objectors in the EP Scheme area is at least 25% of the total registered distance of all local bus services operated by all the bus operators in that area and:
 - Where there are four or more operators in the EP Scheme area, at least three are objectors; or
 - Where there are less than four operators in the EP Scheme area, all are objectors.

Criteria 2

- At least 50% of the total number of operators of qualifying local services within the EP Scheme area have objected and the combined registered distance of qualifying local services operated by the objectors in the area subject to the variation is at least 4% of the registered distance of all local bus services operated by all the bus operators in that area.

- 5.15 If either criteria are satisfied, the variation will not be agreed.

- 5.16 Eligible EP Forum members who are absent or not expressing a view at the meeting (either in person or in writing) will be deemed to be abstaining from the decision.
- 5.17 The agreement by representatives of the Council at the EP Forum may be subject to a formal decision by elected Members of the Council. In this case, the making of an EP Scheme variation will be postponed until the decision is made by elected Members of the Council.

Revocation of an EP Scheme

- 5.18 If the Council or a bus operator member of the EP Forum believes it is necessary to revoke the EP Scheme, the EP Forum will be reconvened. If the decision is taken to revoke the EP Scheme, it will follow the bespoke decision-making arrangements as set out earlier in this section.
- 5.19 If at any point in the future, any area covered by this EP Scheme is included in a bus franchising scheme, the relevant requirements set out in this EP Scheme document will cease to apply to areas covered by the franchising scheme, in line with the arrangements set out in the franchising scheme.⁸

⁸ Section 123H(6)-(8) of the Transport Act 2000

Annex A

Schedule of facilities

Current bus priority

The current bus priority restrictions detailed in Table A.1 will be maintained by the Council as part of the EP Scheme.

Table A.1: Current bus priority restrictions

Location	Type of restriction	Hours of operation
London Road south of Preston Circus	Bus gate	24 hour
North Street, Brighton, between its junctions with East Street and Queens Road	Bus gate	24 hour
Oxford Street, Brighton, westbound, west of Oxford Place	Bus gate	24 hour
York Place/ Gloucester Place / Marlborough Place, Brighton	Bus gate	24 hour
Dyke Road, Brighton south of Queen Square	Bus gate	24 hour
Western Road / North Street, Brighton eastbound	Bus gate	8am to 8pm
Western Road eastbound between Montpelier Road and Clarence Square	Bus lane	24 hour
A23 southbound between the Deneway and Preston Drove	Bus lane	24 hour
A23 northbound between Grange Close and South Road	Bus lane	24 hour
A259 eastbound between Greenways and Park Road	Bus lane	24 hour
A259 westbound between Saltdean Park Road and Newlands Road	Bus lane	24 hour
Lewes Road northbound between Bear Road and Stony Mere Way	Bus lane	24 hour
Lewes Road southbound between Coldean Lane and Melbourne Street	Bus lane	24 hour

Location	Type of restriction	Hours of operation
Edward Street westbound between Upper Bedford Street and Princes Street	Bus lane	Mon-Friday 7-10 am and 4-7 pm
Edward Street eastbound between Tillstone Street and Freshfield Road	Bus lane	Mon-Friday 7-10 am and 4-7 pm

Future bus priority

The Council will undertake design development for the introduction of additional bus priority in the locations identified in Table A.2. The implementation of any additional bus priority will be subject to the outcome of this design development work, public consultation, the completion of the statutory Traffic Regulation Order process and decisions to be made by Elected Members of the Council. It is intended they will be delivered using the capital element of the funding provided by the DfT to deliver the BSIP; however, the progression of all measures would be subject to final costing.

Table A.2: Potential future bus priority restrictions

Location	Type of restriction	Hours of operation	Target timescale⁹
Western Road / North Street / Dyke Road	Extension to bus-restricted road	8am to 8pm	Implementation April 2024
A23 between its junctions with Old London Road (north) and Carden Avenue	Bus lane	To be determined	Design by April 2023, implementation by June 2024
Lewes Road between junctions with Upper Lewes Road and Inverness Road	Bus lane (review)	24 hour	Design by April 2023, implementation by April 2024
Portland Road / Sackville Road / Blatchington Road junction	Bus priority and detection	To be determined	Design by April 2024, implementation by April 2025
Ditchling Road at junction with Preston Drove	Bus detection	To be determined	Design by April 2023, implementation by April 2024
Dyke Road at junction with Upper Drive	Bus detection	To be determined	Design by April 2023, implementation by April 2024

⁹ Timescales are targets only and subject to change as a result of the design development process and further site investigation.

Location	Type of restriction	Hours of operation	Target timescale⁹
A259 Marine Drive eastbound between its junctions with Roedean Road and Greenways	Bus lane	To be determined	Design by April 2023, implementation by April 2024
A259 Marine Parade westbound between its junctions with Lower Rock Gardens and A23 Old Steine	Bus lane	To be determined	Design by April 2023, implementation by April 2024
A23 Southbound between the junctions of Preston Road and Stanford Avenue and Beaconsfield Road and Viaduct Road	To be determined	To be determined	Design by April 2024, implementation by April 2025

In addition to the above, a feasibility study for extending bus priority measures on the A23 between Preston Circus and St Peter's Church will be undertaken by April 2024. By April 2024, the Council will also commission outline business case work for a potential Bus Rapid Transit system for the seafront.

Definitions for use in the document

Bus Gate – short stretch of road carriageway that is restricted to use by buses and (where specified) taxis and other authorised vehicles as indicated on appropriate signage on the approach.

Bus Lane – signposted lane, designated for use by registered local bus services and (where specified) taxis and other authorised vehicles, at the times also indicated by signage.

Bus Lane Enforcement – action taken to ensure that bus lanes and bus gates are used only by authorised vehicles. This is often carried out by using cameras to record unauthorised use, with the issue of civil penalties to offenders under section 144 of the Transport Act 2000.

Bus Stand – bus stop clearway as defined in accordance with paragraph 1(a) of Part 1 to Schedule 19 of The Traffic Signs Regulations and General Directions 2002 but which will permit a local bus to stand within the clearway for as long as maybe necessary up to a maximum period of 10 minutes.

CCTV – closed circuit television system, whereby static or mobile cameras are used to record offences or for surveillance and safety and security purposes.

Enforcement Camera – roadside camera that records and produces suitable evidence of unauthorised use of bus lanes or bus gates for the Local Highway Authority to issue civil penalties under section 144 of the Transport Act 2000.

EP Scheme Area – area to which this EP Scheme document applies.

Facilities – physical assets that are provided at specific locations along particular routes (or parts of routes) within the EP scheme area or new and improved bus priority measures. This is deemed for such purposes of section 138D(1) of the Transport Act 2000.

Measures – improvements with the aim of:

- Increasing the use of local bus service serving the routes to which the measures relate or ending or reducing a decline in their use; or
- Improving the quality of local bus service.

Local Highway Authority – Local Authority with responsibility for the maintenance of highway infrastructure in its local authority area. In the case of this EP Scheme, this means Brighton & Hove City Council.

Multi-Operator Ticketing – common fares and ticketing product applied and accepted by multiple operators.

Real Time Public Transport Information (RTPI) – using technology to track the location of buses in real time. Information is transmitted to bus stops or devices to indicate to passengers the predicted arrival time at a particular point.

Registered Local Bus Service – as set out in Section 2 of the Transport Act 1985.

Street Works Permit – permit issued by Local Highway Authorities to any organisation that wishes to undertake street works, with the aim of managing works on the public highway. Local authorities have powers to operate permit schemes under Part 3 of the Traffic Management Act 2004 and The Traffic Management Permit Scheme (England) (Amendment) Regulations 2015.

TRO – Traffic Regulation Order, made under the Road Traffic Regulation Act 1984 or any other enactment regulating the use of roads or other places.

Brighton & Hove City Council Enhanced Partnership Plan – document made pursuant to section 138A of the Transport Act 2000 and which is required to be in place for an EP Scheme to be made.

Zero Emission Vehicle – vehicle that emits no pollutants from its power source or exhaust system.

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Competition Declaration

Brighton & Hove City Council has undertaken an assessment of the impacts of the EP Plan and Scheme made on xx xx 2022 on competition and believes it will not or is unlikely to have a significantly adverse effect on competition, for the purposes of Part 1 of Schedule 10 of the Transport Act 2000.

DRAFT

Feedback from EIA Report for the EP

The feedback that was received for the Equalities Impact Report in relation to the Enhanced Partnership was very useful. This addendum is addressing the issues and comments that we will take on board as we move forward in implementing the Enhanced Partnership. However, some of the risk and vulnerabilities that were highlighted for groups with protected characteristics are not relevant to the measures in the Enhanced Partnership.

To that end this document serves to highlight potential areas of concern in our ongoing conversations with Bus Operators, in our general operations and as we implement the EP.

Suggested Data Sources for Future Reference

- [Joint Strategic Needs Assessments](#)
- [Local Insight](#)
- [Bank of England](#)
- [Assert Brighton and Hove](#)
- [Mind Brighton & Hove](#)
- [Possibility People](#)
- [Mind Out](#)
- [Black and Minority Ethnic Communities in Brighton & Hove \(bhconnected.org.uk\)](#)

- Brighton & Hove Council Staff
- Complaints received about services from people with protected characteristics or on their behalf if they are not able to advocate for themselves.

Questions and issues raised during the EIA Review

Vulnerable people not using buses due to fear of Covid

Central government has not made masks mandatory or issued any further guidance around using public transport and mitigating the risk of Covid. Brighton and Hove Public Transport would then not be able to provide guidance to vulnerable people with regards to their safety with regards to Covid when using the bus.

BAME people not feeling safe in the city after dark

This statement makes it unclear as to whether it is after dark on buses that BAME people don't feel safe or if it is the streets themselves which would not be in the remit of the EP.

It can be a barrier for people for whom English is not their first language to navigate the bus network system

It was suggested that a printed timetable be made in different languages. This can be considered, but anything within the EP will only be approved by the DfT if in compliance with suggested priorities. We have put in measures to simplify fares and will include simplifying the information that

is available but cannot commit to any measures at this point in terms of printing timetables in different languages.

Other issues raised with regards to possible barriers to using the bus network

- Religion not feeling safe on the bus transport services if there are identifiable visual markers that give an indication of a person's religion
- Risk of pregnancy discrimination with regards to someone who is pregnant but who identifies as Trans binary or Gender Neutral
- Risk of sexual harassment on buses
- Risks to people who are intersectional i.e. who possess multiple protected characteristics
- Risk of hate crimes to all groups with protected characteristics which include physical violence, verbal assault and slurs and microaggressions
- People from all groups who may suffer from mental illness

The EP would not deal directly with the risks mentioned above. The Bus Operators have policies, information and training to identify and assist any person who is a victim of a hate crime.

Hate crime #NoHateHere - Brighton & Hove Buses

They have their own Equality, Diversity and Inclusivity policies in place which includes training and awareness for their drivers. This would also include providing help to vulnerable passengers. As they are a commercial operation we wouldn't be able to design and implement their policies. However, the Brighton and Hove Public Transport Team have a good working relationship with local Bus Operators. We will take on board all the comments and feedback that has been given to ensure that our conversations ensure that the bus network services are accessible to all members of the public.