

MINUTES

Local Transport Body: 1st Shadow Meeting

Tuesday 12th February 2013
Room 1.3, County Hall, Hertford

Attendees:

Attendee	Organisation
Cllr Stuart Pile	Hertfordshire County Council (<i>Chair</i>)
Andrew Percival	Local Enterprise Partnership (<i>Full Member</i>)
Cllr Teresa Heritage	Hertfordshire Infrastructure and Planning Partnership (<i>Full Member, substituting for Cllr Terry Douris</i>)
Doreen Marsh	Network Rail (<i>Observer Member</i>)
Alan Kirkdale	Highways Agency (<i>Observer Member, substituting for David Gingell</i>)
Richard Brown	Hertfordshire County Council
Mike Younghusband	Hertfordshire County Council
Jon Tiley	Hertfordshire County Council
Richard Boutal	Hertfordshire County Council
Morag Saunders	Hertfordshire County Council
Alissa Ede	Hertfordshire County Council
Andy Summers	Hertfordshire County Council
Callum Hale	Hertfordshire County Council

Minutes:

1.	Welcome and Introductions	Actions
	<p>The Chair welcomed the group and confirmed this was the first shadow meeting of the Hertfordshire Local Transport Body.</p> <p>Apologies were received from Alex Williams (Transport for London) and Cllr Terry Douris (HIPP).</p>	
2.	Conflicts of Interest	
	<p>Andrew Percival (LEP) declared that he works for Vinci who do tender for highways works in Hertfordshire.</p> <p>JT confirmed that a full <i>conflicts of interest</i> guidance for LTB members would be tabled at the next meeting.</p>	AS/JT
3.	Background	
	<p>Jon Tiley presented the background to the Local Transport Body. The presentation slides are attached as an appendix to these minutes.</p> <p>Issues arising were:</p> <p>It was agreed that the three Full Members have to be present as quorum for the meeting (to be added to Terms of Reference).</p> <p>DM advised that ATOC should be added to Advisory Group</p> <p>It was clarified that HIPP are not specifically on the Advisory Group (as</p>	<p>AS</p> <p>AS</p>

	<p>the individual districts that comprise HIPP are on the Advisory Group). Advisory Group district reps will be a named officer contact.</p> <p>It was clarified that the LEP Strategic Infrastructure Board should be the route for businesses to input into the LTB (via the LEP rep on the LTB).</p>	
4.	Assurance Framework / Terms of Reference	
	<p>AS presented the Assurance Framework. Issues arising were:</p> <p>AK asked how schemes on the trunk road network would be delivered (and suggested a section 278 agreement may be an option). It was clarified that it depends on the scheme and whether HA would take on a project. DfT would like to see more partnership working on projects such as this.</p> <p>DM identified that the rail schemes for 2015-2019 were already largely determined through the CP5 programme. DM to forward list of schemes to the LTB.</p> <p>MY clarified that the LTB funding could be used to contribute smaller funding to larger projects.</p> <p>TH asked if LEP funding could be utilised to support scheme development in the future. AP responded that would depend on availability of budgets. SP said that we require pre-prepared schemes to be ready for future opportunities.</p> <p>AP requested LEP be included in the scrutiny of Strategy / Economic Cases. Agreed to be added to Assurance Framework.</p> <p>MY confirmed that the LTB would receive funding each year. The funding would be based on what we've said to DfT regarding our annual profile requirements.</p> <p>Further additions to the Assurance Framework / Terms of Reference agreed were:</p> <ul style="list-style-type: none"> • Clarify roles - not names - in terms of who the LTB members are • Clarify the quorum will be the three full members • Clarify that substitutes should be nominated • Clarify that LTB papers required 1 week in advance • LTB will meet approximately quarterly / or when there is key business to do <p>The Assurance Framework was approved subject to the final changes</p>	<p>DM</p> <p>AS/MS</p> <p>AS</p>
5.	Short-List of Schemes and Prioritisation	
	<p>RB / AE presented the five short-listed schemes as outlined in the meeting paper:</p> <ul style="list-style-type: none"> • A120 Bypass (Little Hadham) 	

	<ul style="list-style-type: none"> • A602 Improvements (Stevenage to/from Ware) • Watford Junction Interchange Redevelopment (Watford) • M1-Maylands Link NE Relief Road (Hemel Hempstead) • A1(M) Congestion Relief (Welwyn Garden City to/from Stevenage) <p>The Short-List was approved</p> <p>AS presented the prioritisation process as outlined in the meeting paper.</p> <p>AP asked how the schemes were weighted, and suggested we need to balance quick economic benefits with legible schemes.</p> <p>TH identified that we need to be able to compare local Vs County-wide benefits of schemes.</p> <p>It was explained that the March prioritisation would represent a snapshot of information known at that point in time. The information provided will identify an assessment against each criteria and potential options, alongside the key risks. The assessment would include a gap analysis of what is needed to provide full business case information,</p> <p>SP confirmed that officers should advise LTB of key context of the schemes, and not necessarily statistics and data.</p> <p>TH asked whether passenger transport options could be included. It was confirmed that no capital funded passenger transport schemes that fit the criteria currently existed but these could be explored in the future. Furthermore, this capital investment may elicit further revenue streams which could be part-used to invest in initiatives such as passenger transport in the future. SP identified the difficulties in funding passenger transport in the current economic climate.</p> <p>The proposed prioritisation approach was approved, incorporating the above comments.</p>	
6.	Next Steps	
	<p>AS outlined the timetable. It was acknowledged that this initial process to compile a Priority List by July 2013 required a pragmatic approach based on schemes we currently know about.</p> <p>AS confirmed that the LTB would be entitled to review its priorities at a later point. The June LTB meeting would plan a long term work programme.</p>	
7.	Any other business	
	<p>JT outlined that a Comms strategy (incorporating a website) would be brought to the next meeting.</p> <p>The LTB secretariat will circulate dates for the next 12 months</p>	<p>AS /JT</p> <p>IC</p>