

RMBC TRANSPORT LIAISON GROUP

**Venue: Town Hall, Moorgate
Street, ROTHERHAM.
S60 2TH**

**Date: Wednesday, 24th September,
2014**

Time: 2.00 p.m.

A G E N D A

1. Apologies for Absence
2. Minutes of the previous meeting held on 25th June, 2014 (Pages 1 - 4)
3. Matters arising from the previous minutes (not covered by the agenda items)
4. Updates from the Transport Operators (Pages 5 - 11)
 - 1) First Group
 - 2) Stagecoach East Midlands
 - 3) Stagecoach Yorkshire
 - 4) South Yorkshire Passenger Transport Executive (pages xxxxxx)
 - 5) Rotherham Community Transport
 - 6) Robin Hood Airport - Consultative Committee minutes of 17 July 2014 (pages xx to yy)
 - 7) Northern Rail
5. Updates from RMBC Transportation Unit:-
6. Any other business
7. Date and time of the next meeting

Wednesday 3rd December 2014 at 2.00 pm
Wednesday 18th March 2015 at 2.00 pm

All meetings at Rotherham Town Hall

Transport Liaison Group membership:-

Cabinet Member for Safe and Attractive Neighbourhoods - Councillor M. Godfrey
(Chair)
Combined Authority Transport Committee Member, Councillor Foden
The Leader and the Deputy Leader

One Council member from each Ward as follows:-

Ward 1 – Burton	Ward 8 - Cutts	Ward 15 - Cowles
Ward 2 – Wootton	Ward 9 – Beaumont	Ward 16 - Sansome
Ward 3 – Ahmed	Ward 10 – Whelbourn	Ward 17 - Currie
Ward 4 – Finnie	Ward 11 – Swift	Ward 18 – Whysall
Ward 5 – Astbury	Ward 12 – Dodson	Ward 19 – Atkin
Ward 6 – Pitchley	Ward 13 – M. Vines	Ward 20 – Hoddinott
Ward 7 – J. Hamilton	Ward 14 – Russell	Ward 21 – Sharman

RMBC TRANSPORT LIAISON GROUP
Wednesday, 25th June, 2014

Present:- Councillor Smith (in the Chair); Councillors Ahmed, Atkin, Beaumont, Burton, Foden, J. Hamilton, Hoddinott, Russell, Sansome, Sharman, Swift, Whelbourn, Whysall and Wootton.

Apologies for absence were received from The Mayor (Councillor Dodson)

1. MINUTES OF THE PREVIOUS MEETING HELD ON 19TH MARCH 2014

Consideration was given to the minutes of the previous meeting of the Transport Liaison Group, held on 19th March, 2014.

Agreed:- That the minutes of the previous meeting be approved as a correct record for signature by the Chairman.

2. UPDATES FROM THE TRANSPORT OPERATORS

(1) First Group - The Rotherham FirstDay ticket now offers customers better value for money with unlimited travel on First buses within the Rotherham district boundary and also to Meadowhall Centre. The price of the Rotherham FirstDay ticket reduced to £3.90 with effect from 22nd June, 2014.

(2) Stagecoach East Midlands – no report.

(3) Stagecoach Yorkshire – The Dearne Valley day ticket has also reduced in price and now costs £3.90.

(4) South Yorkshire Passenger Transport Executive (SYLTE)

The submitted report included details of the forthcoming launch of the Rotherham Bus Partnership on Monday 21st July, 2014. A list of bus timetable changes, to be implemented with effect from Saturday 19th July, 2014, was also included. Members discussed a range of issues relating to specific bus services throughout the Borough area, including:-

: the system of credit vouchers being issued to passengers who do not have the exact amount of a bus fare and who may require a large amount of change;

: the application process for a disabled person's travel pass – Members asked to be informed of this process;

: the involvement, or otherwise, of specific bus companies in the Rotherham Voluntary Bus Partnership and whether there would be any effect upon particular bus services (eg: the No. 4 service, Rotherham to ravenfield Common);

: the validity of bus Travelmaster tickets across all bus operators' services;

: a specific case involving an elderly person, who also has a disability, in the North of the Borough; Members requested a briefing note about the eligibility rules for travel passes for elderly people and also for people with a disability;

: Members from the local area are pleased that there is now better alignment of services 22 and 22X (Rotherham-Manvers, including journeys to Meadowhall), instead of having services competing with each other at the same times;

: Members from the local area were grateful that services 108 and 109 (Rotherham-Parkgate-Rawmarsh) had now returned to their original routes;

: the possibility of there being a feasibility study of bus services for the Wentworth parks housing estate (Swinton).

(5) Rotherham Community Transport - Members received a copy of the press release describing the Leader of the Council's recent participation in a volunteer day with Rotherham Community Transport. Councillor Stone had volunteered as a Passenger Assistant, supporting elderly people on shopping trips, using the Community Transport Shopper Bus Service.

(6) Robin Hood Airport – consideration was given to the minutes of the most recent meeting of the Robin Hood Airport Consultative, held on 17th April, 2014. The contents of these minutes were noted.

(7) Northern Rail – Members again expressed disappointment that representatives of Northern Rail were unable to attend this Liaison Group's meetings. Included within the report submitted by the SYPT were details of (i) the development of a Long Term Rail Strategy for the North of England and (ii) the Network Rail Delivery Plan Period 5 (covering the years 2014 to 2019). Members requested information about:-

(i) passenger safety on trains in the local area and at the Rotherham railway station, including the use of closed circuit television and the role of the Railway Police; and

(ii) the policy requiring passengers to purchase travel tickets before boarding the train.

3. UPDATES FROM RMBC TRANSPORTATION UNIT

Members received details from the Transportation and Highways Projects Manager concerning the Local Highways Programme 2014/2015, highlighting the following schemes:-

(i) A57 (Worksop Road near Todwick) – this major highway improvement scheme, involving road widening and the construction of a roundabout, is now substantially complete; a recent road traffic accident, resulting in a fatality, had occurred in the section of highway to the east of the improvement works, on the single carriageway section;

(ii) Pool Green (Masbrough) roundabout – the contract for the £5 millions highway improvement scheme has been awarded to Ringway; work will begin on 1st September, 2014 and are scheduled to last until May, 2015; a communications plan will be utilised to keep local residents, businesses and local Councillors informed of progress; although there will inevitably be significant traffic disruption during the period of works on site, the scheme will be beneficial for the local economy in the longer term; it was acknowledged that congestion is also likely to occur on match days affecting the nearby New York football stadium and the football club will be kept informed of progress and asked to assist in communicating messages to supporters;

(iii) Ferham and Masbrough area, traffic calming scheme, including 20 mph zones – the public consultation process will begin soon;

(iv) B6089 highway through Nether Haugh – the Borough Council will undertake treatment of this highway, to install high friction road surfacing on the bends in the road and also to enhance the gateways which indicate the change of the speed limit, using additional lining features; these alterations will occur during July, 2014; there continues to be dialogue with the South Yorkshire Police and further discussions with residents and Ward Councillors about road safety in Nether Haugh;

(v) details of Schemes financed from the Local Sustainable Transport Fund:-

- a Toucan crossing, for pedestrians and cyclists, will be installed across the A630 Centenary Way, Rotherham, which will replace the subway linking Bailey House and the Transport Interchange;

- High Street, Rotherham – new paving and a cycle lane being constructed;

- West Bawtry Road, Rotherham (traffic delays from the Canklow to Rotherway roundabouts) – widening of the road entering the Rotherway roundabout, in order to reduce traffic congestion;

- A630 Centenary Way, Rotherham (near to the new Tesco store) – installation of the 'SCOOT' scheme, using 'intelligent' traffic signals for traffic management in order to ease congestion.

Agreed:- That Members of the Rotherham Transport Liaison Group be provided with a copy of the Local Highways Programme 2014/2015

document.

4. DATE AND TIME OF THE NEXT MEETING

Agreed:- (1) That the next meeting of the RMBC Transport Liaison Group be held at the Town Hall, Rotherham on Wednesday, 24th September, 2014, commencing at 2.00 p.m.

(2) That future meetings of the Transport Liaison Group take place on:-

- Wednesday 3rd December, 2014
- Wednesday 18th March, 2015
- Wednesday 24th June, 2015



ROBIN HOOD DONCASTER SHEFFIELD AIRPORT

AIRPORT CONSULTATIVE COMMITTEE

17 JULY 2014

PRESENT: Alan Tolhurst OBE (Chair)
Councillor B Barker (Bassetlaw District Council), A Bosmans (FODSA),
L Daffern (Robin Hood Airport), S Dishman (Doncaster Chamber of Commerce
and Enterprise), Councillor R Franklin (Barnsley MBC), S Gill (Robin Hood
Airport), Councillor B Hoyle (Doncaster MBC), Councillor H McNamee
(Doncaster MBC), County Councillor C Pearson (North Yorkshire County
Council), M Di Salvatore (West Lindsey District Council), A Shirt (Secretary,
South Yorkshire Joint Secretariat), A Storey OBE (Ex-Officio),
Councillor Y D Woodcock (Doncaster MBC) and
Parish Councillor J Worthington (Cantley with Branton Parish Council)

Apologies were received from: Councillor L Bramall, Mayor R Jones,
Parish Councillor N McCarron, Councillor P J O'Connor, Councillor P Schofield
and Councillor P Skelding

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

The Chair welcomed Members to the July meeting of the Airport Consultative Committee.

Councillor Robin Franklin was also welcomed to his first meeting.

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

The Chair and Members congratulated A Shirt on the birth of his son.

The Chair reported that:

- i) The UKACC Annual meeting had been held in Gatwick on 11-12 June 2014. The key points out outcomes from the meeting would be further discussed at agenda item 8.
- ii) Back in March 2014, Members may recall that the Government had announced that a regional air connectivity fund had been set up to allow airports to apply for funding to entice airlines to develop new routes, where possible, as connections to major air travel hub airports.

It had now been confirmed that the Fund would only apply to regional airports with passenger numbers between 3 million and 5 million. Unfortunately, Robin Hood was excluded from consideration.

- iii) Back in January 2014, the Airports Commission had issued a call for evidence to inform study outputs for the feasibility work on an inner Thames Estuary airport proposal.

On 4th July 2014 the Airports Commission had published four feasibility study reports. The first report looked into the environmental impact of the airport, which had stated that it would cost up to £2bn to provide alternative habitats for wildlife if the airport was to be built.

A Bosmans commented that the Strategic Aviation Special Interest Group (SASIG) had stated that a new airport on the Thames Estuary would ensure low environmental impacts on people in terms of aircraft noise.

S Gill informed the Committee that the airport would be issuing a detailed reply to the Transport Select Committee's announcement on 10 July 2014 regarding an inquiry into smaller airports (those with fewer than 5 million passengers per annum). As well as general issues affecting smaller airports, the Transport Select Committee was particularly interested in receiving evidence on:

- The strategic importance of smaller airports and the extent to which smaller airports meet the needs of regional economies and provide efficient and effective services for the local communities in which they sit, and their impact on regional economic development and regeneration;
- The steps the Government is taking or could take to support smaller airports and aid diversification to ensure their longer-term viability;
- The effect of current local, regional, national and EU policy and regulations on the future of smaller airports, including policy on (a) air passenger duty, (b) route subsidies (e.g. use of public service obligations to maintain particular routes and other state aid, the Regional Air Connectivity Fund, etc.) and (c) housing and enterprise zones;
- Issues around competitiveness, rationalisation and commercial viability affecting smaller airports, including the importance of smaller airports in serving niche leisure and business markets and flight training and education ('general aviation') and providing dedicated capacity for cargo services, and the role that partners and airlines play in the delivery of such services; and
- The role of local authorities and Local Enterprise Partnerships (LEPs) in ensuring smaller airports improve connectivity.
- Written submissions were requested by Friday 3 October 2014.

S Gill reported that Robin Hood Airport had joined a new Regional and Business Airport's lobby group for Airport's with passenger numbers fewer than one million per year. The aim of the Group was to lobby the Davies Commission and the Transport Select Committee with further evidence regarding smaller airports.

3 MINUTES OF THE MEETING HELD ON 17 APRIL 2014

RESOLVED – That the minutes of the meeting held on 17 April 2014 be agreed as a correct record, subject to it being noted that Parish Councillor J Worthington was present at the meeting.

4 MATTERS ARISING

i) Pilgrim Fathers

Councillor Baker informed the meeting that he had recently met with officers from Bassetlaw DC to discuss the development of a Pilgrim Fathers product. It was concluded that there were a number of small scale activates taking place, however there was no co-ordination or joint approach to taking the initiatives further. In terms of “connectiveness” between the America and Doncaster it was questioned whether it was feasible to utilising the airport in future years.

S Gill indicated that he would be happy to facilitate a meeting with all interested parties to facilitate further discussion (providing that organisations contact details were provided).

Members suggested that the local Tourism Board's / Chairs of Austerfield and Scrooby Parish Council's be included in the discussions.

M Di Salvatore informed the meeting that Lincolnshire County Council were working on a tourism programme to attract American residents to visit Lincoln, suggesting that visitors to the UK could also be attracted to visit the Pilgrim Fathers at the same time during their visit.

It was agreed that further discussion takes place outside of the meeting between the Chair and S Gill. **ACTION: A Tolhurst / S Gill**

ii) Vulcan

S Gill informed the Committee that in relation to permanently basing the Vulcan at the airport, three options had been presented to the Vulcan to the Sky Trust; a decision was being awaited along with detailed designs for their future requirements.

5 MEMBERSHIP UPDATE

RESOLVED – That the Committee note the following changes of membership on the Airport Consultative Committee:

- Barnsley MBC have appointed Councillor Robin Franklin (in place of Councillor B Mathers) and
- Lincolnshire County Council have appointed Councillor Pat J O'Connor to fill the current vacancy.

6 AIRPORT ACTIVITIES REPORT

S Gill provided the Committee with an update regarding the commercial, marketing and operational issues at RHADS. In summary it was reported that:-

- TUI Travel Plc had announced an extra 30,000 through way seats this year. An extra 20,000 seats were planned for next summer with an additional 10,000 seats on its Sharm el Sheikh route.
- Wizz Air had launched a new route to Riga, with flights twice weekly (Monday and Friday's) which commenced on 20 June.
- LinksAir had recently launched new flights to Belfast City and the Isle of Man. The airport was providing on-going support to LinksAir following a challenging start. A marketing campaign for the Belfast City route had been sponsored by Visit Belfast and Robin Hood Airport.

A Bosmans informed the Committee that DJ and TV presenter Chris Evans had recently visited the airport so that he could fly out to the Isle of Man with LinksAir.

T Storey asked if press releases issued by the Airport could also be forwarded by email onto Committee members.

Members stated that they would welcome this. L Daffern agreed to liaise with the airport's Marketing Department and A Tolhurst / A Shirt regarding future press releases. **ACTION: L Daffern**

- Funding had been secured from the Local Growth Fund in connection with obtaining funding for the remaining 2 ½ kilometres of the the Finningley and Rossington Regeneration Route Scheme (FARRRS), from Parrott's Corner to the Airport.

L Daffern informed the Committee that Friends of Doncaster Sheffield Airport (FODSA) had recently become Ambassadors for the Airport. The Ambassadors role was to meet passengers upon arrival into the Terminal Building, answer any questions they may have, provide directions, as well as providing passenger assistance on the airside.

Excellent feedback had been received by the airport regarding the Ambassadors work. S Gill and L Daffern wished to record their thanks to FODSA for providing this valuable service. **ACTION: S Gill to arrange for a press release to be issued regarding the Ambassadors service provided by FODSA.**

RESOLVED – That the update be noted.

7 BUSINESS UPDATE FROM THE AIRPORT'S MANAGING DIRECTOR

S Gill provided the Committee with an update regarding the Airport's onsite Business Park and plans for the future. In summary it was reported that:

- A business had indicated that they would like to locate on the airport's business park. A facility would need to be built to house the business as soon as planning permission had been granted.
- Peel had recently purchased a plot of land (400 acres) next to the A638 and Hurst Lane. A map setting out the airport's business park would be circulated to Members. **ACTION: S Gill**
- The airport's business park now totalled 1600 acres. It was highlighted that the airport would be sharing this publically via its Master Plan and a Vision document. Members asked if a copy of the Vision document could be circulated for their information. **ACTION: S Gill**

A Tolhurst informed the Committee that Manston Airport in Kent had now closed. Freight operators who had previously operated from Manston had now moved to Stansted. S Gill commented that in terms of attracting freight operators to Robin Hood, this was work in progress.

S Gill reminded Members that the airport's unique selling point was the quality of service it provided to its passengers. It was acknowledged that some flights were more expensive from Robin Hood, whereas, on the other hand, some were less expensive than other airports. It was reiterated that it was the airlines which set prices, not the airport.

RESOLVED – That the update be noted.

8 PUBLICATION OF DFT GUIDELINES FOR AIRPORT CONSULTATIVE COMMITTEES

The Chair reminded Members that the Committee had responded via the UK Airport Consultative Committees Liaison Group to the Department for Transport's request for comments on the draft updated guidelines for airport consultative committees back in March 2014.

On 17 April 2014, the Department for Transport had published a final version of the updated Guidelines for Airport Consultative Committees.

Members were presented with the new Guidelines for their comments and information. In particular, A Tolhurst asked for Members opinion and agreements on the following areas within the new Guidelines:-

- Principles for Airport Consultative Committees – ***Do Members agree these?***
RESOLVED – All agree.
- Users of the aerodrome – The Guidelines suggest that as far as possible, a full range of users of the airport should be represented on committees, or at least their views taken into account. This may include, but it is not limited to, passengers, airlines (or their representative associations) retailers, training schools, freight companies, ground services, as well as those involved in any general aviation operating from the airport. ***Do Members consider the***

membership of the Committee sufficiently represents all users of the aerodrome?

Councillor Woodcock suggested that a business person frequently using the airport may be a useful addition to the Committee.

S Gill suggested that 3rd parties and retailers have their part to play on the Committee as they use the facilities at the airport on a daily basis.

RESOLVED – That the Chair considers the comments made in relation to expanding the Committee’s membership.

- **Agenda and Papers – Do Members think that the Committee agenda covers the business which needs to be discussed?**

Members commented that it was useful to receive the airport activities update report, along with any ad hoc issues which may arise. It was also raised that briefings on specialist areas were welcomed by members.

T Storey suggested that it would be useful for the Committee to receive a briefing at a future meeting regarding the customer experience from using the airport from start to finish.

It was also suggested that a briefing regarding how the airport looks after passengers with reduced mobility would be welcomed. **ACTION: L Daffen**

RESOLVED – That the items for discussion at meetings are appropriate.

- **Knowledgeable Members – It was suggested that an induction pack be produced for new members.**

RESOLVED – That the Chair agrees the suggestion and makes arrangements to develop an induction pack for new members of the Committee.

RESOLVED –

- i) That the Committee agrees and welcomes the new Guidelines.
- ii) That the Committee’s constitution and membership be reviewed to ensure that these are consistent with the principles and practice laid out in the new Guidelines and presented at the Committee’s Annual General Meeting in January 2015.

9 **KEY POINTS AND OUTCOMES FROM THE UKACCS ANNUAL MEETING HELD ON 11 & 12 JUNE 2014**

The Committee considered the key points and outcomes of the UKACCS Annual meeting held on 11 and 12 June 2014.

RESOLVED – That the key points and outcomes of the UKACCS Annual meeting held on 11 and 12 June 2014 be noted.

10 DRAFT MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 19 JUNE 2014

RESOLVED – That the draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 19 June 2014 be noted.

11 ANY OTHER BUSINESS

i) Litter on Old Bawtry Road, Finningley

Parish Councillor J Worthington reported that on behalf of Parish Councillor M Lindley, she wished to inform the airport that litter on Old Bawtry Road in Finningley was attracting birds.

S Gill stated that the airport did carry out bird control to both the internal and external vicinity of the airport, adding that he would remind officers of this particular issue. **ACTION: S GILL**

ii) Environment and Communities Officer

L Daffern reported that Kellie Naylor had now commenced in post as the airport's Environment and Communities Officer. Kellie would be attending the October ACC meeting to meet Members.

iii) Strategic Aviation Special Interest Group (SASIG)

A Bosmans informed the Committee that SASIG were currently inviting new member authorities to add to the work of organisation. If any Members required any further information regarding the work of SASIG they were asked to contact A Bosmans.

iv) Paperback Book 'Discover Doncaster :History and Geography for Kids' by author Phil Sheppard

T Storey informed the Committee that author and illustrator Phil Sheppard had recently published a paperback book 'Discover Doncaster: History and Geography for Kids', which he highly recommended.

12 DATE AND TIME OF NEXT MEETING - THURSDAY 16 OCTOBER 2014 AT 10:00 AM, IN HEYFORD HOUSE, ROBIN HOOD AIRPORT, DONCASTER

RESOLVED – That the next meeting of the Airport Consultative Committee be held on Thursday 16 October 2014 at 10:00 am, in Heyford House, Robin Hood Airport, Doncaster.

CHAIR