

**You are hereby summoned to a meeting of the RMBC Transport Liaison Group
to be held on:-**

**Date:- Wednesday, 5 July 2017 Venue:- Town Hall, Moorgate Street,
ROTHERHAM. S60 2TH**

Time:- 2.00 p.m.

RMBC TRANSPORT LIAISON GROUP AGENDA

1. Apologies for Absence
2. Minutes of the previous meeting held on 15th March, 2017 (Pages 1 - 5)
3. Matters arising from the previous minutes (not covered by the agenda items)
(Page 6)
4. Questions on Transport Issues (Page 7)
5. South Yorkshire Passenger Transport Executive - Update
6. Bus Operators - Update
 - (1) First Group
 - (2) Stagecoach
 - (3) Rotherham Community Transport
7. Railway Operators - Update
8. Robin Hood Doncaster-Sheffield Airport - Update (Pages 8 - 12)

Minutes of the meeting of the Robin Hood Airport Consultative Committee held
on 6th April, 2017
9. RMBC Transportation Unit - Verbal Updates
10. Transport Advisory Board - Terms of Reference (Pages 13 - 14)
11. Any other business
12. Date and time of the next meeting

Shua Kemp.

Chief Executive

- Wednesday 27th September, 2017 (2.00pm start)
- Wednesday 22nd November, 2017 (2.00pm start)
- Wednesday, 21st March, 2018 (2.00 pm start)

Transport Liaison Group membership:-

Cabinet Member for Jobs and the Local Economy & Combined Authority Transport
 Committee Member - Councillor Lelliott (Chair)
 Combined Authority Transport Committee Member, Councillor Williams
 The Leader and the Deputy Leader

One Council Member from each Ward as follows:-

Ward 1 – Jepson	Ward 8 – D. Cutts	Ward 15 - Cowles
Ward 2 – McNeely	Ward 9 – Beaumont	Ward 16 -
Ward 3 – Buckley	Ward 10 – Sheppard	Ward 17 - Reeder
Ward 4 – Mallinder	Ward 11 – Walsh	Ward 18 – Watson
Ward 5 – Andrews	Ward 12 – Fenwick- Green	Ward 19 – Evans
Ward 6 – Pitchley	Ward 13 – Jarvis	Ward 20 – Hoddinott
Ward 7 –	Ward 14 –	Ward 21 –

Shua Kemp.

Chief Executive

RMBC TRANSPORT LIAISON GROUP
Wednesday, 15th March, 2017

Present:- Councillor Lelliott (in the Chair); Councillors Andrews, Beaumont, Cowles, Cusworth, Fenwick-Green, Jarvis, Sheppard, Walsh and Williams; together with Parish Councillors F. D. Hodgkiss (Brampton Bierlow Parish Council) and J. R. Swann (Woodsetts Parish Council), Mr. N. Broadhead (SYPT), Mr. A. Riggall (First South Yorkshire), Mr. D. Rich (Stagecoach) and Mr. R. Isaac (Arriva/Northern Rail).

Apologies for absence were received from Councillors D. Cutts, Hoddinott, Jepson, McNeely and Watson; and from Mrs. A. Bell (Arriva/Northern Rail), Mrs. K. Naylor (Robin Hood Airport) and Mr. A. Parkinson (Rotherham Community Transport Ltd.).

12. MINUTES OF THE PREVIOUS MEETING HELD ON 23RD NOVEMBER, 2016

Consideration was given to the minutes of the previous meeting of the Transport Liaison Group, held on 23rd November, 2016.

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

13. QUESTIONS ON TRANSPORT ISSUES

The Transport Liaison Group noted the details of various questions on transport matters and the responses to those questions, submitted by Councillors and members of the public, as listed below:-

- 1) bus services at Wath upon Dearne and Manvers;
- 2) bus service X1 at Maltby – quality of service;
- 3) bus service X1 at Maltby – service late at night;
- 4) Rotherham Passenger Transport Interchange – lighting;
- 5) Bus companies' usage of single-decker and double-decker buses;
- 6) Rotherham Passenger Transport Interchange – defibrillator.

Agreed:- That the details of the questions and responses be noted.

14. SOUTH YORKSHIRE PASSENGER TRANSPORT EXECUTIVE - UPDATE

The Transport Liaison Group discussed the following issues:-

- (a) Minor changes have been made to the X1 and X78 services.
- (b) The punctuality of some bus services is being affected by the various highway works around the Meadowhall retail centre, Sheffield (eg: flood defence works at the A6109 Meadowhall Road and also the construction of the IKEA store at the A6178 Sheffield Road). The delays may continue until July 2017, although much depends upon the progress of the highway works.
- (c) The Powells Company is not currently a member of the Rotherham

bus partnership. This Company operated a 'shopper' service between Rotherham and Parkgate (to the Retail World shopping centre). The service is currently free of charge to passengers, although bus fares are to be introduced with effect from 1st May, 2017.

(d) Rotherham Passenger Transport Interchange – Repairs - Elected Members of Rotherham Borough Council continue to be provided with reports, on a regular basis, detailing the progress of the repair works within the Interchange. Members were also invited to visit the Interchange and view the works taking place. It was noted that the lighting was now operational, after completion of electrical repairs.

(e) Rotherham Passenger Transport Interchange – Future Refurbishment – the planned refurbishment works were scheduled to begin during 2018. Consequently, temporary bus stops and shelters would have to be situated on roads in and around the Rotherham town centre.

(f) Tram-Train construction works – Bridge Street (and part of College Road), Rotherham will be closed to motor vehicles during these construction works; access to the multi-storey car park and to the Passenger Transport Interchange will be from the A630 Centenary Way and Greasbrough Road.

(g) Tennyson Road, Herringthorpe – a petition, signed by 90 local residents, had been submitted to the South Yorkshire Passenger Transport Executive (SYLTE), requesting the reinstatement of the 45 service for this area of Herringthorpe. It was noted that services numbered 11 and 12 were alternatives and the SYLTE also funded the Community Transport Service.

(h) details of the forthcoming bus service changes (April and May 2017) are appended to these minutes.

Agreed:- That the information be noted.

15. BUS OPERATORS - UPDATE

(1) First Group

The Transport Liaison Group welcomed Mr. Alan Riggall to his first meeting. Members were informed that the First Company had undertaken a customer satisfaction survey and the survey report would be available from 22nd March, 2017.

Emphasis was placed upon services being commercially viable. Reference was made to some roads being very narrow for bus use (eg: some roads in Whiston village). It was noted that single-decker and double-decker buses were the same width.

It was noted that some ticket prices would change during April, 2017. The

price of the all-operator Travelmaster day ticket would remain unchanged, although the price of the weekly ticket would increase by fifty pence. Some prices compared favourably with the price levels of the year 2005.

It was confirmed that the Midland Road bus depot in Masbrough, Rotherham had closed on 20th February, 2017.

(2) Stagecoach

Details of the forthcoming bus service changes (April and May 2017) are listed within the document appended to these minutes.

(3) Rotherham Community Transport

No report.

Agreed:- That the information be noted.

16. RAILWAY OPERATORS - UPDATE

The Transport Liaison Group welcomed Mr. Richard Isaac to his first meeting. Members were informed that Northern Rail/Arriva would be making significant investment in rolling stock during the next few years, at the beginning of the nine years' franchise for rail services in the North East. Free wifi connections will be available on most trains. The ageing Pacer trains would be phased out by 2019.

There would also be investment in terms of modernising and improving the environment of railway stations (eg: refurbishment of waiting areas; new ticket machines and information displays).

Northern Rail was keen to improve its engagement with the community, especially with local authorities and with young people. Staff will receive customer awareness training.

Members expressed concern about the overcrowding on some trains. It was noted that the provision of additional services (37% increase in passenger capacity) should reduce overcrowding and help to improve passenger safety on trains.

Agreed:- That the information be noted.

17. ROBIN HOOD DONCASTER-SHEFFIELD AIRPORT - UPDATE

Consideration was given to the minutes of the two most recent meetings of the Robin Hood Airport Consultative Committee, both held on 12th January, 2017 : (i) an ordinary meeting; and (ii) the annual general meeting. The contents of these minutes were noted. Additionally, Members noted the information about the safety of drones.

18. RMBC TRANSPORTATION UNIT - UPDATES

The Transport Liaison Group considered the following items:-

(1) Tourist, Temporary and Non-strategic Local Destination signing policies

The meeting received a presentation from the Assistant Engineer (Transport and Highway Design) about the strategy and rules for the provision of traffic signs on the public highway. Members were informed that signs were provided for:-

- : Tourism;
- : Non-strategic local destinations (eg: scout groups);
- : Temporary Events and Housing.

Information was also provided about the role of the Highway Authority in respect of the enforcement of highway signs, including the removal of any illegal signs.

Members discussed the following issues:-

- : removal of temporary signs after a temporary event, to prevent the street scene becoming cluttered; some posts are left in place in order that they may be re-used in the future;
- : signs depicting the geographical area of the South Yorkshire Forest;
- : safety (speed) cameras – as well as the camera, equipment is also installed and used for data collection and traffic monitoring;
- : signs on the A631 should indicate the destination of Maltby; the difference between advance and local direction signs;
- : temporary signs erected on fencing within industrial estates (which are governed by Planning legislation relating to advertising);
- : signs for specific locations and events (eg: Ravenfield Ponds);
- : signs on the motorway network are the responsibility of the Highways Agency;
- : the costs charged for the provision and installation of temporary signs (including maintenance and removal);
- : ensuring that signs remain clean and well-maintained; the responsibility of landowners to remove foliage, shrubs, etc., which may obscure signs.

(2) Traffic Regulation Orders - Procedure

Consideration was given to a report, presented by the Senior Traffic

Engineer(Transport and Highway Design) providing an explanation of the procedure for the making of Traffic Regulation Orders.

Members discussed the following issues:-

: parking on residential streets, especially near to schools; school “keep clear” parking signs are the product of legal orders;

: consultation with Parish Councils;

: delivery of information to local residents affected by Traffic Regulation Order proposals;

: Waverley new development – discussions with the developer about the adoption of highways in that area by the Borough Council as Highway Authority.

Agreed:- That the report be received and its contents noted.

19. ANY OTHER BUSINESS

The following matters were discussed:-

(1) Bus Services for the rural south area of the Rotherham Borough

Discussion took place on the need for continuing public debate about the provision of bus services for the rural south area of the Rotherham Borough. It was noted that the Borough Council Area Assemblies were currently the subject of organisational review. However, it was suggested that it may be possible to have a debate about bus services at a joint meeting of two or more of the Area Assemblies for the electoral Wards of the Rotherham Borough affected by the rural bus services.

(2) Roundabout at B6533 Poplar Way, Catcliffe

The Transport Liaison Group noted that traffic signals would begin operating at this roundabout during Easter 2017. The signals would affect the three public roads from the roundabout, with the roads to the retail stores having “Give Way” signs.

20. 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, 28th June, 2017, commencing at 2.00 p.m.

(2) That the next following meeting of the RMBC Transport Liaison Group take place on Wednesday 27th September, 2017.

Changes to bus services in South Yorkshire

The details below reflect the known situation at the time this list was compiled. These details are subject to change and further services may be added before the implementation date.

Details based on information received at 14 March 2017

Service (Operator		Route description	Start date	Summary of change	Reason for change	District	Bus Partnership
4	Powells Bus	Rotherham – Ravenfield Common	30 April 2017	Mondays to Saturdays 1800 Rotherham to Ravenfield Common will no longer run.	Commercial change by a non-partnership bus operator due to low demand for this journey.	R	Non-partnership operator
87	Powells Bus	Meadowhall – Maltby	30 April 2017	Mondays to Saturdays 1815 Meadowhall to Maltby and 1715 Maltby to Meadowhall will no longer run.	Commercial change by a non-partnership bus operator due to low demand for these journeys.	R/S	Non-partnership operator
218	Stagecoach	Barnsley – Rotherham	29 April 2017	Sundays 2135 Mexborough to Rawmarsh will be extended through to Rotherham (arriving at 2205).	Provision of a later bus.	D/R	Rotherham
220	Stagecoach	Doncaster – Rotherham	29 April 2017	Mondays to Fridays 0630 Doncaster to Mexborough will run 3 minutes earlier.	Improvement to the punctuality of the service.	D/R	Doncaster
222	Stagecoach	Barnsley – Mexborough	29 April 2017	Minor changes to the times of most buses during the daytime on Mondays to Fridays.	Improvement to the punctuality of the service.	B/D/R	Barnsley
M92	SCT	Harley - Fox Hill	30 April 2017	Mondays to Fridays 1630 Harley to Fox Hill will run directly along Main Street and Fox Hill Road in Grenoside and will no longer serve Grenoside Crematorium.	Earlier closing time at Grenoside Crematorium.	R/S	Sheffield
PSS	Powells Bus	Rotherham – Parkgate Shopping Parkgate Shopper Service	30 April 2017	Fares will apply on this currently free service; valid Travel South Yorkshire passes will also be accepted.	Commercial change by a non-partnership bus operator.	R	Non-partnership operator
X1	First	Sheffield - Rotherham - Maltby	08 May 2017	Journeys from the Moor towards Castlegate are rerouted via Flat Street instead of Arundel Gate.	Bridge repair works at Arundel Gate resulting in stop closures	R/S	Rotherham
X7	Powells Bus	Sheffield – Maltby	30 April 2017	Monday to Friday 1700 Sheffield to Maltby will no longer run.	Commercial change by a non-partnership bus operator due to low demand for this journey.	R/S	Non-partnership operator
X20	Stagecoach	Barnsley – Doncaster	29 April 2017	Minor changes to the times of most buses during the daytime on Mondays to Fridays.	Improvement to the punctuality of the service.	B/R/D	Barnsley
X78	First	Sheffield – Rotherham – Doncaster	14 April 2017	Journeys from Meadowhall towards Rotherham will not serve Pitt Street, Deepdale Road and South Street. This is due to a diversion of buses at Bridge Street requiring additional journey time savings to be found.	Additional journey time due to bridge works near Rotherham station requiring journey time savings to be found.	D/R/S	Doncaster

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

TRANSPORT LIAISON GROUP – 05 July 2017

TRANSPORT ISSUES – Questions from Councillors

The following questions have been received since the last meeting:-

(1) BUS SERVICE – Hooton Levitt and Maltby

Issue Raised by a Resident

Is it all possible to try to get the rural bus service back, that we lost last year because of cut backs. We have a number of elderly people who are finding it difficult to get to the doctors, hairdressers and shopping unless we pay for taxis.

(2) BUS SERVICE – Whiston

Issues raised by a Ward Councillor

Have First made any progress in sourcing smaller buses for the number 34 bus route as they agreed these were necessary; and have they looked into the provision of a route that takes into account old people who live on the Sorrel Sykes complex.

RESPONSE

Dear Councillor

Re: First Service 34

Thank you for your enquiry in relation to service 34 operated by First.

We can advise that First has a proposal to provide a two hourly (Monday-Friday) service along High Street and Chaff Lane in Whiston that will provide residents with a link to the shops at Worrygoose Lane as well as a direct service to the Hospital and Rotherham town centre. This will be in addition to the normal service 34 which First still hope to provide with smaller vehicles and they are looking to acquire these from elsewhere in the UK business.

These network changes are proposed from September 2017, but South Yorkshire Passenger Transport Executive (SYLTE) and the operators intend to discuss any proposed changes with Councillors in the next two or three weeks.

Kind regards (SYLTE)



Consultative Committee

DONCASTER SHEFFIELD AIRPORT CONSULTATIVE COMMITTEE

6 APRIL 2017

PRESENT: Alan Tolhurst OBE (Chair)
 A Bosmans (FODSA), R Cooke (Doncaster Sheffield Airport), M Cotterill (Peel Airports Management), Parish Councillor N McCarron (Blaxton Parish Council), B Mordue (Doncaster MBC), K Naylor (Doncaster Sheffield Airport), County Councillor C Pearson (North Yorkshire County Council), I Saunders (Sheffield City Council), A Shirt (Committee Secretary), Councillor A Smith (Doncaster MBC), Y D Woodcock (Ex-Officio) and Parish Councillor J Worthington (Cantley with Branton Parish Council)

Guest: J Van Hoogstraten (Cyrrus)

Apologies were received from: Councillor J Blackham, Councillor R Blake, P Cole, D Fell, Councillor R Franklin, Councillor D Lelliott, Councillor Councillor P J O'Connor, Councillor D Pidwell, M Di Salvatore and Councillor C L Strange

1 WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

A Tolhurst welcomed everyone to the April meeting of the Airport Consultative Committee (ACC).

Apologies for absence were noted as above.

2 ANNOUNCEMENTS

A Tolhurst recalled that, on the 29th March 2017, the Prime Minister Teresa May, had issued a letter to the EU Council President Donald Tusk triggering Article 50 of the Lisbon Treaty of the UK's intention to withdraw from the European Union within the next two years. There was still a large amount of uncertainty in terms of trade, investment etc. with countries within the EU.

3 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 12 JANUARY 2017

RESOLVED – That the minutes of the ACC Annual General Meeting held on 12 January 2017 be agreed as a correct record.

4 MINUTES OF THE ORDINARY MEETING HELD ON 12 JANUARY 2017

RESOLVED – That the minutes of the ACC Ordinary meeting held on 12 January 2017 be agreed as a correct record.

5 MATTERS ARISINGi) Vision for Transformational Growth

It was anticipated that Peel's 'Vision for Transformational Growth' document would be published in the next couple of months.

ii) Highways England Signage to Doncaster Sheffield Airport

Further to discussions at previous meetings, signage on the local motorway network (M18 and A1) to DSA remained confusing.

Furthermore, A Bosmans reported that there was no signage from the M1 motorway, junctions 32-34 from Sheffield to DSA.

K Naylor reported that Peel had submitted a report to Highways England, approximately 2 years ago regarding signage to DSA from the local motorway network. **ACTION: K Naylor to discuss further with Kate Stow and Peter Nears to ascertain if there has been any progress.**

After discussion, Members agreed that it would be appropriate for the ACC to write to the three Doncaster MPs (Rt Hon Caroline Flint MP, Rt Hon Dame Roise Winterton MP and the Rt Hon Edward Milliband MP), setting out the Committee concerns regarding Highways England signage to DSA. **ACTION: A Tolhurst to write to the three Doncaster MPs on behalf of the ACC.**

iii) DSA's Responses to Complaints

It was noted that the following action remained outstanding:-

'Councillor Blake asked if a representative from the airport could attend a future meeting of Bawtry Town Council or it's Residents' Group to inform it's Members of the airport's complaints procedure'. **ACTION: Councillor Blake to provide details of future meeting dates and times to K Naylor.**

6 AIRPORT ACTIVITIES UPDATE REPORT

M Cotterill provided the Committee with an update on Airport Activities. In summary it was reported that:-

- The Flybe Winter 2017/18 schedule would be released in the next 2 weeks; there would be no changes in routes.
- Flybe had introduced a new route for summer 2017 to Palma de Mallorca, operating twice weekly starting on 7 July 2017.
- Thomson had introduced a new route to Dubrovnik commencing on 4 May 2017.
- Thomson's Winter 2017/18 holidays had been released, with two long-haul flights scheduled for 2 week cruises for holidays to the Caribbean. The two dates were, 28 November 2017 to Montego Bay (Cruise on Discovery 2) and 7 January 2018 to Barbados (Cruise on Discovery).

- Wizz Air had introduced a new route to Sofia, which, was performing well.
- Lower passenger growth was anticipated in the 2017/18 financial year.
- Flybe would be looking to increase its routes during the year ahead.
- 2016/17 had been a record year for Cargo traffic, with over 9,400 tonnes being handled.
- The airport were expecting positive growth in Cargo operations in the year ahead. Opportunities to attract scheduled freight carriers were being explored by the Cargo Team with some prospects looking promising.
- DHL's Operation at East Midlands Airport (EMA) had been successfully handled by DSA over consecutive weekends in November and December 2016, whilst EMA resurfaced its runway.
- During 2017, modifications to the airport's infrastructure was scheduled to take place. This included further works to widen taxiways, works to improve the lighting on the heads of stands and refurbishment of Hangar 1 to become a dedicated cargo shed.
- 2Excel Aviation Ltd, previously operating from Hangar 1, had now been re-located to Hangar 3.
- Construction work was slightly behind with regards to creating a new NPAS Support Unit at DSA. It was anticipated that the unit would become fully operational by summer 2017.
- In relation to capital expenditure schemes, improvements to the car parking provision available at DSA was planned to take place shortly, with the creation of 400-450 new car parking spaces south of the Terminal for block car parking for the Meet and Greet service.
- A DSA TV commercial was currently running on ITV Yorkshire, as part of a ten-day marketing campaign.
- DSA would be providing sponsorship and advertising on the ITV game show 'Ant and Dec's Saturday Night Takeaway'.
- Runway re-surfacing at DSA had been completed ahead of schedule.
- Discussions continued with Vulcan to the Sky Trust regarding the development of a museum/visitor facility to be located north of the airfield. In respect of the Vulcan re-locating from Hangar 1, discussions were taking place regarding an interim temporary structure.

M Cotterill provided Members with his own personal views regarding the risks and opportunities arising from 'Brexit' in relation to aviation.

A Tolhurst referred to local tourism, he asked if local authority tourism officers were advertising DSA to visitors.

Councillor Mordue reported that, in respect of Doncaster MBC, he would undertake to follow-up this question with Doncaster MBC's Tourism Manager.

In relation to the work carried out by Doncaster Chamber to promote DSA, Members' pointed out that there had been no attendance at recent meetings from a representative of Doncaster Chamber. Members asked if an invite could be reissued to Doncaster Chamber. **ACTION: A Tolhurst**

RESOLVED – That the update be noted.

7 MINUTES OF THE EXTRAORDINARY NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 23 FEBRUARY 2017

The minutes of the Extraordinary Noise Monitoring and Environmental Sub-Committee held on 23 February 2017 were presented for Members' information.

A Tolhurst reported that the CAA had launched a consultation on draft guidance to support a new process for assessing airspace changes.

The consultation documentation along with a separate document about a new category of airspace change (known as 'Tier 2') which the Government was proposing to introduce was available on the [CAA's website](#). The deadline for responses is Friday 30 June 2017.

It was agreed that a copy of the categories of airspace change be circulated to Members for information. **ACTION: A Shirt**

RESOLVED – That the minutes of the Extraordinary Noise Monitoring and Environmental Sub-Committee held on 23 February 2017 be noted.

8 DRAFT MINUTES OF THE NOISE MONITORING AND ENVIRONMENTAL SUB-COMMITTEE HELD ON 16 MARCH 2017

The draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 16 March 2017 were presented for Members' information.

Parish Councillor McCarron referred to the Community Investment Fund, she informed Members that, at the meeting held on 16 March 2017, she had highlighted that, when the Community Investment Fund had first been introduced, Members of the ACC had agreed, and it had been contained in the minutes, that, the Community Investment Fund would only be available to the communities within the immediate areas of the airport. However, at the meeting, K Naylor had informed Members that the Community Investment Fund was available to communities, not only located in the immediate area to the airport, but, also to those regions bordering the airport.

Parish Councillor McCarron sought clarification on this matter, she was of the firm opinion that this matter had not been agreed by Members of the ACC. **ACTION: K Naylor to discuss further with Kate Stow.**

RESOLVED – That the draft minutes of the Noise Monitoring and Environmental Sub-Committee held on 16 March 2017 be noted.

9 PRESENTATION OF DONCASTER SHEFFIELD AIRPORT'S PROPOSED SOLUTIONS FOR PERFORMANCE BASED NAVIGATION (PBN) DEPARTURE AND ARRIVAL PROCEDURES

The Committee received a presentation from John Van Hoogstraten, Head of Air Traffic Management (ATM) Operations at Cyrrus.

The presentation provided Members with the proposed design solutions for Doncaster Sheffield Airport's Performance-based Navigation (PBN) departure and arrival procedures.

It was noted that, Members' of the Noise Monitoring and Environmental Sub-Committee had recommended that, the Airport Consultative Committee endorse the proposed design solutions.

Members noted the 'next steps' involved in implementing the airspace changes at DSA, which, would be subject to a 13 week public consultation period. The CAA would then need to review the proposal and reach a regulatory decision. The target date for the routes to come into operation would be summer 2018.

The Committee thanked John Van Hoogstraten for an informative presentation.

RESOLVED – That the ACC endorses the recommendation of the Noise Monitoring and Environmental Sub-Committee to support DSA's proposed design solutions for Doncaster Sheffield Airport's Performance-based Navigation (PBN) departure and arrival procedures.

10 ANY OTHER BUSINESS

No further matters of business were noted.

11 DATE AND TIME OF NEXT MEETING

RESOLVED – That the next meeting of the Airport Consultative Committee be held on Thursday 13 July 2017 at 10:00 am, in the Blenheim Meeting Room, Heyford House, Doncaster Sheffield Airport, Doncaster.

CHAIR

RMBC TRANSPORT LIAISON GROUP
March, 2014, Updated November 2016

TERMS OF REFERENCE

- To provide a forum for debate about transport issues affecting the whole of the Rotherham Borough area.
- To increase awareness of public transport, cycling and walking as main options for travelling for economic, environmental, health and social reasons.
- To encourage the increasing use of public transport, cycling and walking.
- To engage in debate with transport operators and service providers on appropriate topics including changes to bus services and infrastructure.
- To be a sounding-board for transportation issues affecting the Rotherham Borough area.
- To receive information and reports about progress with traffic and transportation issues affecting the Rotherham Borough area with respect to local schemes and those in the Sheffield City Region.
- To receive information and reports in the Rotherham Borough area from public transport operators (bus and rail) on their network operations and at least once per year, consider the performance of the Rotherham Bus Partnership.
- To receive information and reports on matters concerning airports in the sub-region.
- In accordance with requests from attendees, discuss particular items of concern/interest.

ADMINISTRATION OF MEETINGS

- There shall be a minimum of four meetings per year, under the chairmanship of the appropriate Executive Member for transportation.
- The chair will issue an agenda to all potential attendees. Should attendees wish to have a specific item included within the meeting, this request shall be formally submitted to the chair a minimum of 14 working days prior to the meeting.
- The meeting shall be minuted and the minutes made available to attendees and apologists shortly after the meeting.

- Members shall raise queries regarding traffic and transportation issues in writing with the Chair not less than 14 working days in advance of the forum such that the public transport operators and/or Officers can bring appropriate answers directly to the meeting.
- As agreed within the meetings and/or requested by attendees not less than 14 working days in advance of the forum, presentations on appropriate topics shall be included within the agenda.
- Membership shall include representation from all electoral Wards of the Borough via one Elected Member per Ward unless otherwise agreed to in advance by the Chair to reflect political proportionality.
- Existing Parish Council representation is to be continued.
- The Transport Liaison Group is open to members of the public to observe, but queries by members of the public must be raised by Councillors in accordance with agreed protocols.

21/11/16