

## Enhanced Partnership Board 9 August 2022 Item 6 – Forum Membership Proposal

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### Executive Summary

The MCA Board met on 21 March 2022 and agreed that as part of the Enhanced Partnership (EP) arrangements to be implemented from 1 April 2022, an EP Forum would be set up to provide customer representation.

Membership of the EP Forum was considered at the first EP Board meeting of 21 June 2022 and the Board determined that Forum membership should be broadened to ensure the wider SY community would be represented.

This has resulted in a list of 28 representatives (Appendix A) to make up the Forum, which has to be established no later than 30 September 2022.

This paper asks for the Board to approve the Forum membership as set out in Appendix A.

### What does this mean for businesses, people and places in South Yorkshire?

This approach to determining the membership of the EP Forum will ensure that South Yorkshire's wider community will be able to have an active and real influence in improving the experience of South Yorkshire's bus services through the Enhanced Partnership, driving forward improvements in bus services that meet the diverse needs of South Yorkshire's community.

### Recommendations

It is recommended that the Board **approves** the EP Forum membership representation as set out in Appendix A and for the EP Forum to meet as soon as practicable upon approval.

The Board is also invited to **consider** the proposed thematic meetings as discussed in Section 2 of this paper and set out in Appendix B.

### Consideration by any other Board, Committee, Assurance or Advisory Panel

Mayoral Combined Authority Board	21 March 2022
Enhanced Partnership Board	21 June 2022

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## **1. Background**

- 1.1 As part of the establishment of the bus Enhanced Partnership (EP) on 1 April 2022, it was agreed by the MCA that an EP Forum would be established to ensure customers will be strongly represented in the work of the Enhanced Partnership Board; to improve the experience of bus services for the travelling public of South Yorkshire.
- 1.2 The EP Board on 21 June 2022 agreed that the EP Forum should not only represent existing bus customers, but also represent the wider community (the travelling public), the health sector and the business community. This to help ensure that in driving forward improvements to bus services and the ambitions set out in the EP Plan, the wider community needs are fully represented.
- 1.3 This has resulted in a list of 28 proposed representatives (Appendix A) to make up the EP Forum, which has to be established no later than 30 September 2022 in line with the EP Scheme agreed by the Board.
- 1.4 One of the first tasks of the EP Forum is to develop the Customer Charter.
- 1.5 The EP Forum is to meet every two months.

## **2. Key Issues**

- 2.1 There is a risk that the high number of representatives (28 members) make the volume of attendees at EP Forum meetings too large for the meeting to function effectively.
- 2.2 The EP Board could give consideration to split the Forum meetings out into three thematic areas, which would mean that each specific thematic Forum meeting meets every six months. There will be a group of core members that would be present at each of the Forum meetings,
- 2.3 Having considered the organisations and groups represented on the EP Forum, possible meeting themes are (number of attendees shown in brackets):
  - The Travelling Public (15)
  - Business, Health & Education (10)
  - Our Community (12)
- 2.4 The EP Board is asked to consider the suggested themes of the meetings and any changes.

## **3. Options Considered and Recommended Proposal**

### **3.1 Option 1**

The EP Board approves the EP Forum membership set out in Appendix A, which will mean that the first EP Forum meeting(s) can be arranged as soon as practicable following this Board meeting.

### **3.4 Option 1 Risks and Mitigations**

The high volume of representatives and attendees (28 attendees) might make a single EP Forum meeting ineffective. Section 2 proposes an option to hold thematic EP Forum meetings to form smaller groups.

### 3.5 **Option 2**

The EP Board does not approve the EP Forum membership set out in Appendix A.

### 3.8 **Option 2 Risks and Mitigations**

This could mean that the first EP Forum meeting cannot be called in time for the EP Scheme deadline of 30 September 2022, resulting in a formal Variation to the EP Scheme being necessary. This could be mitigated by the EP Board agreeing the final list in correspondence after the Board meeting.

### 3.13 **Recommended Option**

Option 1

## 4. **Consultation on Proposal**

4.1 There is no requirement to specifically consult on this paper. Public consultation of the EP Plan and EP Scheme, which includes the requirement to establish an EP Forum, was held in early 2022 and concluded in February 2022.

## 5. **Timetable and Accountability for Implementing this Decision**

5.1 The EP Forum has to meet by 30 September 2022 in line with the EP Scheme timetable agreed.

## 6. **Financial and Procurement Implications and Advice**

6.1 N/A

## 7. **Legal Implications and Advice**

7.1 If the EP Forum cannot be established by 30 September 2022, this will result in a Variation to the EP Scheme. This has to follow the formal process of the EP Board being notified at least 14 days in advance of the EP Scheme Variation to be considered and approved at the next EP Board meeting (4 October 2022).

### **List of Appendices Included**

- A EP Forum Membership
- B EP Forum Proposed Thematic Meetings

## Appendix A: EP Forum Membership (for approval)

<b>EP Forum</b>		
	<b><i>Representing</i></b>	<b><i>Organisation</i></b>
1	Member of Partnership Board (Chair)	Bus Users UK
2	Business Representative	Chamber of Commerce
3	Disabled Representative	Transport 4 All
4	Young Persons' Representative	Regional Youth Parliament
5	Schools representative	Headteacher's Forum
6	Academic representative	University of Sheffield
7	Trade Union Representative	Unison, also representing health sector
8	Current and Potential Passenger Representatives	Barnsley User Group Chair
9	Current and Potential Passenger Representatives	Doncaster User Group Chair
10	Current and Potential Passenger Representatives	Rotherham User Group Chair
11	Current and Potential Passenger Representatives	Sheffield User Group Chair
12	Peak District National Park	
13	Derbyshire County Council or Chesterfield District Council	
14	Nottinghamshire County Council	
15	West Yorkshire Combined Authority	
16	Community Officers	Barnsley
17	Community Officers	Doncaster
18	Community Officers	Rotherham
19	Community Officers	Sheffield
20	Non users	Cycling
21	Non users	Car user
22	Non users	Rail user
23	Health sector	Patient carers
24	Bus Operator	First Yorkshire
25	Bus Operator	Stagecoach Yorkshire
26	Bus Operator	Smaller operator
27	Senior MCA Officer	SYMCA
28	Pensioners	Age UK

## Appendix B: EP Forum Proposed Thematic Meetings (for discussion)

EP Forum <i>Representing</i>	Thematic attendees		
	The Travelling Public	Business, Health & Education	Community
1 Member of Partnership Board (Chair)	Y	Y	Y
2 Business Representative		Y	
3 Disabled Representative	Y		
4 Young Persons' Representative	Y		
5 Schools' representative		Y	
6 Academic representative		Y	
7 Trade Union Representative		Y	
8 Current and Potential Passenger Representatives	Y		
9 Current and Potential Passenger Representatives	Y		
10 Current and Potential Passenger Representatives	Y		
11 Current and Potential Passenger Representatives	Y		
12 Peak District National Park			Y
13 Derbyshire County Council or Chesterfield District Council			Y
14 Nottinghamshire County Council			Y
15 West Yorkshire Combined Authority			Y
16 Community Officers Barnsley			Y
17 Community Officers Doncaster			Y
18 Community Officers Rotherham			Y
19 Community Officers Sheffield	Y		
20 Non users – Cycle	Y		
21 Non users - Car	Y		
22 Non users – Rail	Y		
23 Health sector		Y	
24 Bus Operator – First Yorkshire	Y	Y	Y
25 Bus Operator – Stagecoach Yorkshire	Y	Y	Y
26 Bus Operator – Smaller Operator	Y	Y	Y
27 Senior MCA Officer	Y	Y	Y
28 Pensioners			Y
	<b>15</b>	<b>10</b>	<b>13</b>