Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Tony Cox (chair)</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Councillor Guy McGregor</td>
<td>Suffolk County Council</td>
</tr>
<tr>
<td>Councillor Stuart Pile</td>
<td>Hertfordshire County Council</td>
</tr>
<tr>
<td>Councillor Graham Plant</td>
<td>Norfolk County Council</td>
</tr>
<tr>
<td>Councillor Tony Goldson</td>
<td>Suffolk County Council</td>
</tr>
<tr>
<td>Andrew Meddle</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Paul Mathieson</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Maria Chamberlin</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Davinia Farthing</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Doug Beasley</td>
<td>Southend Borough Council</td>
</tr>
<tr>
<td>Peter Grimm</td>
<td>Suffolk County Council</td>
</tr>
<tr>
<td>Rob Smith</td>
<td>Hertfordshire County Council</td>
</tr>
<tr>
<td>Ann Carruthers</td>
<td>Norfolk County Council</td>
</tr>
<tr>
<td>P R Chappell</td>
<td>Essex County Council</td>
</tr>
<tr>
<td>Ross Burton</td>
<td>Peterborough City Council</td>
</tr>
<tr>
<td>Mat Kiely</td>
<td>Thurrock Council</td>
</tr>
<tr>
<td>Glenn Barcham</td>
<td>Bedford Borough Council</td>
</tr>
<tr>
<td>Jeremy Smith</td>
<td>Cambridgeshire County Council</td>
</tr>
<tr>
<td>Lee Sambrook</td>
<td>DfT</td>
</tr>
<tr>
<td>Alan Kirkdale</td>
<td>Highways Agency</td>
</tr>
<tr>
<td>Jonathan Millins</td>
<td>East of England Brussels Office</td>
</tr>
<tr>
<td>Peter Landhoff</td>
<td>Cambridgeshire University</td>
</tr>
</tbody>
</table>

1 Apologies for Absence

1.1 Apologies were received from the following:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Councillor Charles Royden</td>
<td>Bedford Borough Council</td>
</tr>
<tr>
<td>Councillor Andy Smith</td>
<td>Thurrock Council</td>
</tr>
<tr>
<td>Councillor Tracey Chapman</td>
<td>Essex County Council</td>
</tr>
<tr>
<td>Councillor Peter Hiller</td>
<td>Peterborough City Council</td>
</tr>
<tr>
<td>Councillor Roy Pegram</td>
<td>Cambridgeshire County Council</td>
</tr>
<tr>
<td>Stuart Briggs</td>
<td>Bedford Borough Council</td>
</tr>
<tr>
<td>Mehmoon Khan</td>
<td>Luton Borough Council</td>
</tr>
<tr>
<td>Mark Speed</td>
<td>Peterborough City Council</td>
</tr>
<tr>
<td>Keith Dove</td>
<td>Luton Borough Council</td>
</tr>
<tr>
<td>Mike Salter</td>
<td>EEDA</td>
</tr>
</tbody>
</table>

Councillor Tony Cox welcomed everyone and thanked Cambridgeshire County Council for hosting the RTF.
2 Minutes of RTF meeting on 11th March 2011 and matters arising

2.1 Professor Landshoff was welcomed.

2.2 Update spelling in paragraph 5.5 ‘Shared Services’.

2.3 Paul Mathieson gave an update on action 5 ‘Cllr Mark Flewitt to contact Fiona Wilford from the DfT to show the RTF’s interest in a bid workshop’ – DfT informed that a recent Regional Growth Fund meeting was held.

2.4 Action 24 - RTF to write a letter to the BBC regarding local radio being replaced by radio 5 - Cllr Guy McGregor asked that the letter to the BBC radio should be publicised. Cllr Tony Cox replied that this can be locally publicised. Paul Mathieson said that Southend BC will use the media.

2.5 Action 4 – Local Authorities (LA) can produce a briefing note for DfT - Peter Grimm asked whether DfT required a briefing note from each LA. Lee Sambrook said this was discussed at the last STSG meeting, LAs do not need to provide a briefing note, however an open door policy would be good. If DfT needs to phone an LA, they should be able to get in contact quickly.

2.6 Subject to the changes, the minutes and actions were agreed by all.

ACTION

1. SBC to make changes to the 11th March minutes.

3 Presentation on the improvement works to the M25

3.1 Alan Kirkdale gave a presentation on the M25 improvement works. Most of the improvement works are within the East of England. It is costing £1.6bn for the East of England works.

3.2 Managed motorways are different from widened motorways. Managed motorways will enable the hard shoulder to be opened when required. There will be emergency refuge areas with phones every 800m for breakdowns etc. When 4 lanes are used you must drive at 60mph. Before the hard shoulder is used a traffic officer drives it to make sure it is clear and can be opened for use.

3.3 The M25 improvements work programme:

<table>
<thead>
<tr>
<th>J1b-3</th>
<th>Widened</th>
<th>Completed July 2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>J5-6/7</td>
<td>Managed Motorway</td>
<td>Start before 2015</td>
</tr>
<tr>
<td>J12-15</td>
<td>Widened</td>
<td>Completed November 2005</td>
</tr>
<tr>
<td>J16-23</td>
<td>Widening on site</td>
<td>Completion in June 2012</td>
</tr>
<tr>
<td>J23-27</td>
<td>Managed Motorway</td>
<td>Start before 2015</td>
</tr>
<tr>
<td>J27-30</td>
<td>Widening on site</td>
<td>Completion in June 2012</td>
</tr>
<tr>
<td>J30</td>
<td>Scheme planned</td>
<td>To start post 2015</td>
</tr>
</tbody>
</table>

3.4 Peter Grimm asked whether the costs of these works had come under the normal 20% cost savings. Alan Kirkdale advised that the contract was already agreed before the savings came in.
3.5 Peter Grimm said that recently at junction 28 there were major queues and delays. It is important to take into account restricted speed limits during works and delays. It would be good for RTF to receive a report on this for information.

3.6 Cllr Guy McGregor asked who carries out enforcement? Alan Kirkdale advised that the police will be doing enforcements. Cllr Guy McGregor asked if different police areas have the same policy? Alan Kirkdale said that it all goes through Hertfordshire and uses the Hertfordshire safety camera partnership.

3.7 Cllr Stuart Pile asked how roadworks are coordinated when there are huge queues near the Blackwell Tunnel. Alan Kirkdale said they do liaise.

3.8 Cllr Stuart Pile said that a number of LAs are looking at switching off lighting, what about the Highway Agency? Alan Kirkdale said that there will be no lighting on some parts of the M25 and the HA are looking at midnight switch off (12am-5am). Also, looking at full switch off in some places to decrease energy on road side by 35% by 2015.

3.9 Peter Grimm said that the Highway Agency needs to publicise road works. Alan Kirkdale said the website reports road works weeks in advance.

3.10 Mat Kiely said Thurrock Council is getting questioned about the noise of the M25 works. Alan Kirkdale said there is an environmental statement about the noise and they have to keep within this. Mat Kiely advised that they have recently received a petition on this.

3.11 Cllr Tony Cox said he travels J29-26 which has improved journey times but the outside 2 lanes are used more as they have new surfacing and the inside lanes are not used due to potholes. Alan Kirkdale said in the design build contract the road has to be handed back in the same condition it was in. Cllr Tony Cox said that the scheme is not working as well as it could and it means that people cut across lanes to slip roads. Alan Kirkdale said if you can get all to travel at 60mph then people will more likely use lanes 1 and 2.

**ACTION**

2. Report for information to be presented at the next RTF on the current M25 works and changes to speed limits.

4 Rail information and consultation update

4.1 Paul Mathieson summarised the paper. Crossrail is currently under consultation. The McNulty report gives opportunities to decrease the efficiency gap and could close the gap by 30%. For the Greater Anglia franchise, Southend Borough Council met with Go Ahead and Abellio. A list of Councils came forward to contest the HS2.

4.2 The Station RUS is about station passenger congestion and takes forward station Travel Plans. Congestion in parking at stations is to be dealt with locally and with Travel Plans. Only the East of England are included – Fenchurch Street and Barking. RUS makes no statements on who would fund this. The second RUS consultation is on passenger rolling stock. If rolling stock is used for longer then there would be more efficiency.

4.3 A TGSE Rail Group has been set up. London Southend Airport’s railway station shall open on 18th July 2011.
4.4 Cllr Guy McGregor had a number of comments. 1) The McNulty report gives worry with ticket offices closing. Open ticket offices help to decrease vandalism. 2) There are a number of cuts being made in the rail network – what about expansion especially as the number of passengers are high. 3) With HS2 it will be hard to link Oxford and Cambridgeshire. Is there any news of HS2 stopping at Peterborough?

4.5 Cllr Stuart Pile said that Hertfordshire is the only LA with the HS2 line in. There are economic benefits to Hertfordshire which will be significant but Hertfordshire are sympathetic to others. Has the Government made a good business case for this? For such a large sum it’s hard to see the benefits.

4.6 Peter Grimm said the issue is cost and implicates on us using money elsewhere, for example, Felixstowe to Nuneaton.

4.7 Glenn Barcham said that Bedfordshire was cautious not to link HS2 with the East West railway.

4.8 Jeremy Smith said Cambridgeshire were not sure why Government want 250mph trains as this wears out the rails sooner. Cambridgeshire are engaging with DfT at the moment for stations like Chesterton and are working with Suffolk and Norfolk to increase frequency.

4.9 Ann Carruthers said there could be marginal benefits in time and the link with Crossrail. The money could be spent elsewhere.

4.10 Andrew Meddle said if the money is not spent on HS2 it may not be spent on anything within the transport sector.

4.11 Cllr Stuart Pile commented that the franchise change could mean that a good 2 year franchise is received. Lee Sambrook was asked why franchises haven't just been extended? Lee Sambrook said the next franchise would be 15 years. John Ashley and John Quarry are happy to attend RTF and discuss franchises.

4.12 It was agreed that DfT Rail and Network Rail are welcome to attend.

4.13 Lee Sambrook said that HS2 will release capacity on other railway lines to improve connectivity with the East of England and it will free up capacity on the East coast mainline. HS2 will bring in £44m of benefits, support 40,000 jobs and shift 9million road trips to rail. Government has looked at the situation abroad and High Speed Rail is being taken forward in a number of other countries. It would lead to a step change in time savings in travel between the North and the South.

**ACTION**

3. To note the report;

4. Local Authorities can provide a response to the HS2 consultation and to Network Rail’s Station and Passenger Rolling Stock RUS consultations; and

5. The Secretariat to invite John Ashley and John Quarry to the next RTF meeting to discuss rail franchises.

5 **Bus operations report**

5.1 Paul Mathieson gave an update on bus operations on Keith Dove’s behalf. In early
May 2011 the Commission published a report on its provisional findings on the local bus market. It is hard for small operators to enter the market. An interesting finding is that bus operators say that the biggest threat is other bus operators and not car users.

5.2 The Government had announced a 20% reduction in the Bus Service Operations Grant in 2012 and after this the DfT announced two incentives for operators to increase their BSOG rate:

i) 8% increase if they have operational “Smartcard” systems and
ii) 2% increase if they use Automatic Vehicle Location systems

5.3 Paul Mathieson added that Southend Borough Council has been working closely with Thurrock Council and Essex County Council with AVL and smart cards and it is hoped to encourage bus operators to work more closely with the LA.

5.4 Cllr Stuart Pile was aware that Cllr Norman Hume and Cllr Stuart Pile had discussions and preliminary discussions with DfT on the new ways of working regarding buses. There is an amendment for Shire Authorities to work in a similar way to TfL to complete the commission report by early next year. Also in Hertfordshire and other locations residents are not happy with bus services.

5.5 P R Chappell said that it would be useful for the train industry to use the same child ticket age.

ACTION

6. Members considered the implications of the Competition Commission’s proposed remedies; and

7. The Department for Transport’s enhanced BSOG payments were noted.

6 LEP and RGF update

6.1 The paper gave a summary of the ‘LEPs and the Growth Agenda’ meeting at Great Minster House on 7th June. Lee Sambrook stated that the RGF bids closed today – 1st July and they are expecting a lot of bids. There will be economic transport staff looking at the bids. There could be a third round but this will depend on the number of bids received during the other two rounds.

6.2 Jeremy Smith said that Cambridge have put in a bid in the first round for Chesterton. The forms to fill in for the bids are very onerous.

6.3 Peter Grimm said that it was hard to know the number of jobs that the schemes would create – it seemed to be guesswork.

6.4 Lee Sambrook said that the number of jobs linked to the bid would likely impact on its success. It is hard to relate transport and the number of jobs, but it will be important to meet these targets that LAs have submitted.

6.5 Cllr Tony Cox said that it would be good to have an expression of interest first for round 3 so that LAs can determine if they have the money and resources available for bids.

6.6 Peter Grimm gave feedback on the meeting on the debate on further funding. Beyond 2014/15 Ministers want to centralise funding and LEPs should work in
groups of LEPs. There is a consultation in September on how LEPs should be taken forward. There will be £1.4bn for local transport and set up.

6.7 Paul Mathieson said to get schemes underway for 2015 planning has to start now, how is this funded now. The old guidance accommodated this with programme entry.

6.8 Peter Grimm added that generally it is understood that there is a need to cut back. Cllr Stuart Pile added that we are not just trying to save money but we are also losing staff and there is no capacity for schemes now. There needs to be some DfT guidance on how to deal with limited funds.

6.9 Lee Sambrook said that the consultation on delegation of funding and prioritisation of local transport major schemes will likely take place in September. This is looking at moving away from the competition element for bids.

6.10 Paul Mathieson said we could use officers around the RTF table as a sounding board before consultation. Lee Sambrook agreed this would be good.

**ACTION**

8. The report was noted;

9. A round table update was given on LEPs; and

10. An update will be given on the consultation results regarding delegation and prioritisation at the next STSG meeting.

### 7 Satnav update

7.1 The DfT gives advice and guidance on Satnav’s for the market to use. The Highways Agency are working with Satnav companies and HGV Satnav’s are becoming available. It should also be noted that Satnav route planners are only advisory.

7.2 Cllr Guy McGregor said that there should be a national organisation for HGV Satnavs. For the LAs who have inappropriate lorries destroying roads, satnavs are high on the agenda and the residents agenda. It’s a shame that DfT seem to not want to do anything about this. Professor Peter Landshoff who has been researching this, has spoken to freight haulier operators – most don’t want to spend on Satnavs so drivers buy their own which are usually cheap and don’t give restrictions.

7.3 Peter Grimm added that there should be planned routes for HGVs to follow, including trunk roads, although there could be an issue with network diversion routes. Suffolk has problems with emergency diversion routes. The problem is Satnavs take drivers through anything.

7.4 Cllr Stuart Pile said there is a problem of domestic and foreign lorries. Hertfordshire has 2.5 times the number of lorries as other LAs. The Government should encourage lorries to use specific routes. Cllr Graham Plant said there are large lorries with trailers which do not get round bends in roads and villages.

7.5 P R Chappell said that it should be mandatory that HGV’s have a specific HGV Satnav which could be checked during the lorry vehicle check. Cllr Tony Cox added that maps always used to be used which didn’t cause a problem.

7.6 Peter Grimm asked whether Satnavs can be linked to the Highway Agency’s real
time information, to inform of queues and the messages that are shown on the VMS signs. Alan Kirkdale will find out about this.

**ACTION**

11. The report was noted; and

12. Alan Kirkdale to find out about using real time information on HGV Satnavs.

8 **LSTF Bid (verbal update)**

8.1 Andrew Meddle said that Southend kept staff on to work on the LSTF funding, but the LSTF timeframe has now been pushed back. It is frustrating that some staff could lose their jobs in 3 weeks and we need to know.

8.2 Lee Sambrook said there were very good LSTF bids. Ministers are nearly there and to expect an announcement next week.

8.3 Paul Mathieson stated that Southend submitted a bid including cycling, walking, information systems, public transport, AVL and Smartcards. There has been good support from Sustrans, the voluntary sector, banks, Chambers of Commerce and Southend Airport to name but a few.

8.4 Lee Sambrook said that many of the bids for large schemes were in the region of £8-9m. The round was oversubscribed and Ministers may target the smaller bids to spread the funds as wide as possible.

9 **Eastern Highways Alliance**

9.1 Paul Mathieson presented this paper on behalf of Keith Dove. The programme for procurement of the contractors currently remains on target to commence in April 2012, as previously reported to the RTF. Good progress is being made in completing the Tender and Contract documents, although any delays in funding approval from Improvement East could impact on the programme.

9.2 Rob Smith updated that the Improvement East funding of £183,000 has been successful.

**ACTION**

13. The report was noted.

10 **Reports for Information:**

a) **Budget Statement**

10.1 The budget statement was approved.

b) **Regional response to the DfT’s Road Network policy Consultation**

10.2 Southend sent the agreed regional response on the DfT Road Network Policy consultation on 26th April 2011.

c) **Future proposed agenda for 11th November 2011 RTF meeting**

10.3 Items could be added to the agenda after the next STSG meeting.
d) TEN-T update

10.1 Jonathan Millins presented the TEN-T paper. The European Commission announced in late 2010 that the Port of Felixstowe is to be awarded €5 million under the Trans-European Transport Network Programme (TEN-T) for works to improve intermodal transfers and the removal of bottlenecks at the port rail terminal. The East of England will also benefit from work being carried out on the Nuneaton North Chord and Kennett railway line where re-signalling works will take place.

10.2 On 29th June 2011 the European Commission will publish its Multiannual Financial Framework for the period 2014-2020. This will provide a structure around which we will be able to estimate a future TEN-T budget post-2013. There will be no annual call this year for the comprehensive network.

10.3 Peter Grimm said it would be interesting to talk with DfT regarding the ports involvement in TEN-T. Peter Grimm was not aware that the port of Felixstowe are going to promote this.

10.4 Cllr Guy McGregor asked about Great Yarmouth’s involvement in TEN-T. Andrew Price from DfT should be approached on this.

10.5 Cllr Graham Plant said that there has been recent investment in Great Yarmouth and the economic zone of Yarmouth and Lowestoft. Would the EU look to include these?

10.6 Paul Mathieson asked to put forward London Southend Airport for TEN-T.

10.7 Jonathan Millins advised that airports will not feature. There is no funding for second runways.

**ACTION**

14. TEN-T update paper to be added to the next RTF agenda.

11 A.O.B

11.1 Peter Grimm said that on 30th June there was a meeting with the Highways Agency regarding the M11 Fiveways to Thetford. The good news is that advanced works will start next summer.

11.2 It was agreed that the next RTF meeting will be at Norfolk County Council.