

## APPENDIX 2

### THE SOUTHEND-ON-SEA ENHANCED PARTNERSHIP PLAN 2022-2027

#### AND

### SOUTHEND-ON-SEA ENHANCED PARTNERSHIP SCHEME

#### INTRODUCTION

- 1 In June 2021 Southend-on-Sea Borough Council issued its formal statement of intent to proceed with an Enhanced Partnership. This Enhanced Partnership is intended to deliver the vision and ambition set out in the Southend-on-Sea Bus Service Improvement Plan 2022 – 2027.
- 2 An improved local bus service will help the Council to achieve a number of its outcomes as outlined in Southend 2050:
  - **Working with the public transport providers to enhance and encourage the use of the existing provision moving towards a long-term aspiration to open new routes, enabling a wider accessibility to public transport options.** Better local bus services are more attractive to current and potential users through being more reliable, quicker, and offering a value-for-money service. This in turn makes bus services more commercially viable, which results in more frequent and better services and new routes.
  - **People have a wide choice of transport options.** Whilst there is a dense bus network through Southend, for many people the bus does not represent a realistic option for a variety of reasons. By getting more people to use buses, this encourages greater investment in improving services or providing additional services, further expanding options to move around by public transport.
  - **We are leading the way in making public and private travel smart, clean and green.** Shifting journeys from car to bus will help to reduce carbon emissions from transport, the majority of which is sourced from road transport. Additionally, people are more likely to walk to and from local bus services.

#### BSIP Objectives and Enhanced Partnership approach

BSIP Objectives	EP Approach
Improve the reliability of local buses	<ul style="list-style-type: none"><li>• To deliver bus priority signalling at major junctions in Southend</li><li>• To undertake a review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services</li></ul>
Make local bus journeys quicker, especially on the key routes into and out of Southend	<ul style="list-style-type: none"><li>• To deliver bus priority signalling at major junctions in Southend</li><li>• To undertake review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services</li><li>• To upgrade existing tickets to contactless and mobile payments, speeding up bus boarding times</li></ul>
Improve the quality of local bus stops and waiting facilities for all users of local buses	<ul style="list-style-type: none"><li>• To deliver a series of Mobility Hubs across Southend to improve connections between buses, trains, walking, cycling, car clubs, and other forms of transport</li><li>• To undertake a review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services, as well as improving the quality of local bus stops</li><li>• Ensure that all local bus stops meet minimum standards of accessibility and information</li></ul>

Deliver a more integrated public transport network that is easier for people to use	<ul style="list-style-type: none"> <li>• To deliver a series of Mobility Hubs across Southend to improve connections between buses, trains, walking, cycling, car clubs, and other forms of transport</li> <li>• To expand the current Octopus ticket to all operator mobile apps and contactless payment, and to be accepted on local rail services</li> <li>• To develop and deliver a single brand identity for local buses, to be applied to all bus information, stops, and services.</li> </ul>
Improve the quality and accessibility of bus information	<ul style="list-style-type: none"> <li>• To develop and deliver a single brand identity for local buses, to be applied to all bus information, stops, and services.</li> </ul>
Improve the quality standards of local bus services	<ul style="list-style-type: none"> <li>• To retrofit existing buses in Southend to have a lower emissions standard</li> <li>• To ensure that all new buses in Southend have engines with a lower emissions standard</li> </ul>
Market and promote local bus services	<ul style="list-style-type: none"> <li>• To develop and deliver a single brand identity for local buses, to be applied to all bus information, stops, and services.</li> <li>• To undertake a publicity campaign to encourage people to get back on buses</li> </ul>

- 3 This Draft Enhanced Partnership Plan and Scheme is subject to a formal consultation with operators. Upon the publication of this Draft Enhanced Partnership Plan and Scheme, operators may object or otherwise comment on the Draft Enhanced Partnership Plan and Scheme within 28 days.
- 4 These comments or objections should be made either by email to [royskinner@southend.gov.uk](mailto:royskinner@southend.gov.uk), or via letter addressed to Roy Skinner, Senior Strategic Transport Officer, Southend-on-Sea Borough Council, Civic Centre, Victoria Avenue, Southend-on-Sea, Essex, SS2 6ER.
- 5 At the end of the 28 day notice period, the Council will review all comments made by operators, and make amendments to this Draft Enhanced Partnership Plan and Scheme as required, and in agreement with operators. Should it be necessary, a new Draft Enhanced Partnership Plan and Scheme will be published for a formal 28 day consultation period with operators.
- 6 The first Draft Enhanced Partnership Plan and Scheme will be published for formal public consultation, to be completed on 31<sup>st</sup> December 2021. At the end of this period, the Council will review all comments made, and make amendments to this Draft Enhanced Partnership Plan and Scheme as required, and in agreement with operators.
- 7 [The Competition and Markets Authority has been consulted on the proposals as required by section 138F of the Transport Act 2000 ('**the 2000 Act**') and that the [name of authority] is satisfied that the competition test at Part 1 of Schedule 10 of 2000 Act has been met. – **NB the CMA will be consulted once the first 28 day period of consultation with operators has completed and if there is agreement to proceed (i.e. the objection threshold has not been met)**]
- 8 Part 1 of this document contains the Southend-on-Sea Borough Council Enhanced Partnership Plan (EP Plan).
- 9 Part 2 of this document contains the Southend-on-Sea Borough Council Enhanced Partnership Scheme (EP Scheme).

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## PART 1 - EP PLAN

### THE SOUTHEND-ON-SEA BOROUGH COUNCIL ENHANCED PARTNERSHIP PLAN FOR BUSES IS MADE IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000 BY SOUTHEND-ON-SEA BOROUGH COUNCIL

#### Enhanced Partnership Plan Area and Time Period

- 1 The Southend-on-Sea Enhanced Partnership Plan will cover the administrative area of Southend-on-Sea Borough Council, and is shown in the map below.



- 2 The plan is for a period of five years covering the period April 2022 to April 2027.

#### Impacts on the local bus market

- 3 Several external factors are likely to impact upon the viability of the bus market in Southend, some of which are within the control of the signatories to the Enhanced Partnership. These have been recognised as these plans have been developed:
  - **The long term impacts of the COVID-19 pandemic on travel patterns.** Currently, bus use is below pre-pandemic levels. Whether this is a permanent change is uncertain, particularly for trips to and from work;
  - **Local authority resourcing and capacity.** The Council has made a bid to government to resource the delivery of its Bus Service Improvement Plan. Over the longer term, the local government finance is likely to come under renewed pressure and will affect the ability to deliver against this EP Plan and Scheme;
  - **Changes in the network and levels of congestion.** Congestion has a significant impact on the reliability and journey times of local buses. This may necessitate changes to the bus network so as to minimise the impacts of congestion on key bus corridors;
  - **Climate change and air quality.** The Council has declared a Climate Emergency, and is considering actions to cut emissions including in transport. Additionally, sea front areas and roads are more at risk from climate-related major events such as flooding. Poor air quality is

also a concern in some areas of the town.

## Passenger Experience

- 4 Data on the passenger experience of local buses across Essex is shown below, which is the most locally relevant data on the experience of passengers. Although it should be noted that this covers all areas of Essex.

**Key results**

Satisfaction (%)	2016 all satisfied	2017 all satisfied	2018 all satisfied	2019 all satisfied	2019 all very satisfied	2019 all fairly satisfied	2019 neither /nor	2019 all dissatisfied	2019 base size
<b>Overall journey satisfaction</b>									
<b>All passengers</b>	<b>86</b>	<b>85</b>	<b>80</b>	<b>86</b>	<b>46</b>	<b>40</b>	<b>8</b>	<b>5</b>	<b>795</b>
Fare-paying passengers	78	79	72	82	37	44	11	7	307
Free pass holders	95	95	90	92	58	34	5	3	485
Aged 16 to 34	75	70	70	80	21	59	12	8	96
Aged 35 to 59	85	87	79	82	48	34	10	8	159
Passengers commuting	76	73	68	80	28	51	13	7	186
Passengers not commuting	94	95	89	90	57	33	5	4	580
Passengers saying they have a disability	89	87	78	87	44	43	8	5	258
<b>Value for money</b>									
<b>All fare-paying passengers</b>	<b>46</b>	<b>51</b>	<b>44</b>	<b>53</b>	<b>23</b>	<b>30</b>	<b>17</b>	<b>29</b>	<b>290</b>
Aged 16 to 34	31	41	37	47	23	24	22	31	86
Aged 35 to 59	63	60	54	58	22	36	15	27	133
Passengers commuting	43	43	41	50	19	32	20	30	166
Passengers not commuting	52	67	50	59	30	29	13	28	118
<b>Punctuality and time waiting for bus</b>									
Punctuality of the bus	70	68	61	65	38	27	12	23	700
The length of time waited	70	68	63	69	37	32	13	18	764
<b>On-bus journey time</b>									
Time the journey on the bus took	85	83	81	86	53	33	9	5	795

## Data on journey speed and the impact of congestion

- 5 Data from our real time system indicates locations where there are issues on the highway network that hold up buses. What this indicates is that whilst there are areas where delays are worse than other areas, delays to buses is a consistent issue across the network.



## Outcomes

The outcomes that the partnership expects to achieve are contained within the Bus Service Improvement Plan:

- a 25% reduction in average delay to weekday daytime bus services over the course of the BSIP;
- a reduction of 15% of the number of buses arriving late at their destination;
- all key corridors in the town to have coordinated timetables to even out service frequencies with a bus every five minutes throughout the day;
- all core services to provide a service frequency of at least 15 minutes between 1900 and 2200 on weekdays;
- to increase the number of trips on local bus services by 500,000 trips per annum above the 2019/20 baseline by April 2027;
- to increase the proportion of trips undertaken by non-National Concessionary Bus Pass holders on local buses to 65% by April 2027;
- to establish a baseline for customer satisfaction on local bus services in Southend in 2022/23, with the view to set a specific target in the next BSIP;
- to improve the percentage of local people satisfied with local bus services to 75% by 2027

## **Interventions and Policies**

6 The partnership believes the following key interventions are required:

- Make improvements to reliability and bus journey times, immediately through bus priority signalling and over the longer term delivering significant changes to key corridors;
- Develop the network through providing new services linking key hubs across the town;
- Improved networks supported by better infrastructure, offering clearer information, better ticketing, higher quality, frequency and better integration

## **Review and Consultation Process**

- 7 The Enhanced Partnership Plan (EPP) will be reviewed by 31<sup>st</sup> March every year alongside the Bus Service Improvement Plan (BSIP). The review process of the BSIP and EPP will be directed and overseen by two bodies: the Southend Local Bus Forum ('Forum') and the Southend Local Bus Board ('Board').
- 8 The Forum will bring together representatives from a wide range of key stakeholder groups to review the progress of the BSIP and EPP annually and to give recommendations to the Board about the priorities for improving the bus network that it should consider for the following year. This is an advisory body and has no formal decision-making powers.
- 9 The Forum will meet at least annually, and will have the following composition:
- Chair: SBC Cabinet Member for Transport, Asset Management, and Inward Investment;
  - SBC Cabinet Member for Environment, Culture, Tourism, and Planning;
  - The Director of Highways at Southend-on-Sea Borough Council;
  - All the commercial bus service operators;
  - A representative from Essex County Council;
  - A representative from Castle Point Borough Council;
  - A representative from Rochford District Council;
  - Representatives from local businesses, e.g. Southend BID or Chambers of Commerce;

- Passenger representative bodies (Southend Area Bus User Group, Transport Focus and Bus Users UK)
- A representative from Essex Police.

10 The Board represents all the parties to the Enhanced Partnership. This is the body which will formally make recommendations on the delivery of EPP. The role of the Board will be:

- To set the future aims and objectives of the BSIP, EPP and Enhanced Partnership, including recommending to its constituent organisations changes that should be made;
- To develop and make policy recommendations to Southend-on-Sea Borough Council about planning and priorities for the improvement of the local bus network;
- To develop and make operational recommendations to operators for the improvement of the local bus network;
- To develop recommendations for any variations in the Enhanced Partnership agreement;
- To be a consultee on any changes in policies such as the Local Transport Plan and Local Plan.

11 The Board will comprise:

- Chair: As elected by the Forum, serving 12 months;
- 3 nominated representatives from Southend-on-Sea Borough Council;
- Representatives from the two largest bus operating companies by vehicle kilometres operated in Southend;
- A representative for smaller bus operators, as nominated and agreed by those operators;
- A representative from Essex County Council in an observing capacity only;
- A representative from local bus users in an observing capacity only.

12 The Board will meet at least quarterly (January, March, June, September) with additional meetings at the discretion of the Board.

13 Papers will be circulated a week before the meeting. Action points and a summary of discussion will be recorded.

14 Material issues relevant to the EPP will be shared with all local operators in advance to allow operator representatives to consult with the wider operator cohort.

15 Decisions on matters which are likely to be significant in terms of its effects on local communities and/or with financial impacts on the Council will be subject to the Southend-on-Sea Borough Council constitution and governance policies and processes.

## Analysis of local bus services

16 Southend-on-Sea is characterised as having a frequent core commercial bus network, with bus operations focussing on high frequency services (10 to 30 minutes frequencies between 0700 and 1900 on weekdays and Saturdays) radiating from the Town Centre. Frequencies are often lower after 1900, and on Sundays.



Figure 1: Bus routes in Southend

17 The routes are a mixture of urban services operating within the town, and interurban bus services operating to nearby towns such as Basildon, Rochford, and Chelmsford. The corridors in the town with the highest frequencies of services are the A13 London Road, Victoria Avenue, Prittlewell Chase, Chichester Road, Rochford Road, and the A127.

18 As of 1<sup>st</sup> July 2021, there were **[INSERT NUMBER]** registered local bus services, open to the general public operating in Southend. In financial year 2019/20, local bus services carried 7.1 million passengers, down from 8.7 million in 2009/10.

19 As of 1<sup>st</sup> September 2021, the majority of local bus services are operated by two companies: First Essex and Arriva. Stephenson's is the largest small operator of services. Additionally, a seasonal bus services also operates, serving visitors and residents to the town.

## Objectives of the Enhanced Partnership Plan

20 The Objectives of the Enhanced Partnership Plan are those of the Bus Service Improvement Plan:

- Manage the highway network in a manner that improves the reliability of local bus services;
- Make local bus journeys quicker, especially on key routes in Southend;
- Improve the quality of bus stops and waiting facilities for all users of local bus services;
- Deliver a more integrated public transport network that is easy for everyone to use;
- Improve the quality and accessibility of bus service information through all media channels;
- Improve the quality standards of local bus services, including reducing emissions;
- Market and promote local bus services in a holistic manner.

## Enhanced Partnership Plan and relationship to schemes

21 The first Enhanced Partnership Scheme is focused on delivering the following elements of the Enhanced Partnership Plan and BSIP objectives:

BSIP Objectives	EP Approach
Improve the reliability of local buses	<ul style="list-style-type: none"> <li>• To deliver bus priority signalling at major junctions in Southend</li> </ul>



	<ul style="list-style-type: none"> <li>To undertake review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services</li> </ul>
Make local bus journeys quicker, especially on the key routes into and out of Southend	<ul style="list-style-type: none"> <li>To deliver bus priority signalling at major junctions in Southend</li> <li>To undertake a review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services</li> <li>To upgrade existing tickets to contactless and mobile payments, speeding up bus boarding times</li> </ul>
Improve the quality of local bus stops and waiting facilities for all users of local buses	<ul style="list-style-type: none"> <li>To deliver a series of Mobility Hubs across Southend to improve connections between buses, trains, walking, cycling, car clubs, and other forms of transport</li> <li>To undertake review of major corridors with the view to delivering solutions that could improve journey speeds and reliability of services, as well as improving the quality of local stops</li> <li>Ensure that all local bus stops meet minimum standards of accessibility and information</li> </ul>
Deliver a more integrated public transport network that is easier for people to use	<ul style="list-style-type: none"> <li>To deliver a series of Mobility Hubs across Southend to improve connections between buses, trains, walking, cycling, car clubs, and other forms of transport</li> <li>To expand the current Octopus ticket to all operator mobile apps and contactless payment, and to be accepted on local rail services</li> <li>To develop and deliver a single brand identify for local buses, to be applied to all bus information, stops, and services.</li> </ul>
Improve the quality and accessibility of bus information	<ul style="list-style-type: none"> <li>To develop and deliver a single brand identify for local buses, to be applied to all bus information, stops, and services.</li> </ul>
Improve the quality standards of local bus services	<ul style="list-style-type: none"> <li>To retrofit existing buses in Southend to have a lower emissions standard</li> <li>To ensure that all new buses in Southend have engines with a lower emissions standard</li> </ul>
Market and promote local bus services	<ul style="list-style-type: none"> <li>To develop and deliver a single brand identify for local buses, to be applied to all bus information, stops, and services.</li> </ul>

22 The measures and facilities to deliver these are set out in the Enhanced Partnership Scheme in Part 2.

23 The expectation is that future schemes will emerge from the network reviews and potentially for cross border services.

24 Discussions have been undertaken with all neighbouring authorities and cross boundary services and co-operation will form a significant part of the network reviews.

## PART 2 – EP SCHEME

### THE SOUTHEND-ON-SEA BOROUGH COUNCIL ENHANCED PARTNERSHIP SCHEME FOR BUSES IS MADE IN ACCORDANCE WITH SECTION 138G(1) OF THE TRANSPORT ACT 2000 BY SOUTHEND-ON-SEA BOROUGH COUNCIL

#### EP Scheme Content

- 1 This document fulfils the statutory requirements for an EP Scheme. In accordance with statutory requirements in section 138 of the Transport Act 2000, the EP Scheme document will set out:

**Section 2** - Scope of the Scheme and commencement date

**Section 3** - Obligations on the Authority

**Section 4** - Obligations on Local Bus Operators

**Section 5** – Governance Arrangements

- 2 This document should be considered alongside the associated Enhanced Partnership Plan.
- 3 The EP Scheme has been jointly developed by Southend-on-Sea Borough Council and those bus operators that provide local bus services in the EP Scheme area. It sets out obligations and requirements on both the local transport authority and operators of local services in order to achieve the intended improvements, with the aim of delivering the objectives of the associated EP Plan.

#### Section 2- Scope of the EP Scheme and Commencement Date

##### Description of Geographical Coverage

- 4 The EP Scheme will support the improvement of all local bus services operating in Southend-on-Sea, as defined by the administrative boundary of Southend-on-Sea Borough Council.
- 5 The Enhanced Partnership Scheme covers the same geographical area as the Enhanced Partnership Plan.

##### Commencement Date

- 6 The EP Plan and scheme are made on **[TBC]**.
- 7 The EP Scheme will expire on 31<sup>st</sup> March 2027, and will be reviewed by Southend-on-Sea Borough Council annually as set out in Section 5.

##### Exempted Services

- 8 There are no local public bus services that are exempt from this Scheme.

#### Section 3 - Obligations on Southend-on-Sea Borough Council

- 9 The scheme places the following obligations on Southend-on-Sea Borough Council. As specified in the BSIP, the delivery of these obligations is dependant on funding secured from the Department for Transport through the National Bus Strategy.

Facility	Responsibility	Action	Delivery date
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A set of facilities as set out at Annex A to this scheme	Southend-on-Sea Borough Council	To provide the listed facilities	April 2027
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Measure	Responsibility	Action	Delivery date
Proposals to deliver the Southend Bus Service Improvement Plan	Southend-on-Sea Borough Council	The Council in collaboration with operators will deliver the proposal set out in the Bus Service Improvement Plan, contained in Annex B to this scheme. The delivery of these works is dependant upon funding from the Department for Transport	Ongoing
Improvements to customer information and to market and promote local bus services in collaboration with Essex County Council	Southend-on-Sea Borough Council	<ul style="list-style-type: none"> <li>To develop a Southend and South Essex bus brand, and implement on the Council's digital and physical assets</li> <li>To develop and deliver a 'Get back on the Bus' style promotional campaign and deliver with operators</li> <li>To develop and launch a joint marketing and promotional campaign with operators and Essex County Council</li> </ul>	<ul style="list-style-type: none"> <li>April 2023</li> <li>June 2022</li> <li>Ongoing</li> </ul>
To facilitate and make improvements to the Octopus ticket	Southend-on-Sea Borough Council	<ul style="list-style-type: none"> <li>Upgrade the existing Octopus ticket to contactless and mobile payments in collaboration with operators</li> <li>Upgrade Octopus ticket to be accepted on local rail services, subject to acceptance by</li> </ul>	<ul style="list-style-type: none"> <li>May 2023</li> <li>December 2027</li> </ul>

		<p>train operating companies</p> <ul style="list-style-type: none"> <li>• Trial £1.50 flat single fare on weekends during the summer</li> </ul>	<ul style="list-style-type: none"> <li>• August 2023</li> </ul>
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## Section 4 - Obligations on Local Bus Operators

10 The scheme places the following obligations on operators.

Measure	Responsibility	Action	Delivery Date
Improvements to customer information and to market and promote local bus services in collaboration with Essex County Council	Operators	<ul style="list-style-type: none"> <li>• To engage with the development of the single Southend and South Essex brand</li> <li>• To use the brand on digital and physical assets (e.g. buses) in a light touch way e.g. vinyls not wholesale re-livery and at a suitable and agreed scale</li> <li>• To develop and launch a joint marketing campaign with the Council</li> <li>• To implement a Bus Passenger Charter</li> <li>• To agree a set of common network/timetable/registration change dates per year.</li> </ul>	<ul style="list-style-type: none"> <li>• April 2023</li> <li>• April 2023</li> <li>• April 2023</li> <li>• July 2022</li> <li>Ongoing</li> </ul>
To work jointly with the Council on major improvements to bus corridors	Operators	<ul style="list-style-type: none"> <li>• To work jointly on the improvements to main bus corridors as set out in the BSIP</li> </ul>	Ongoing
To make improvements to	Operators	<ul style="list-style-type: none"> <li>• To make the Octopus ticket readily available on all ticketing platforms</li> </ul>	<ul style="list-style-type: none"> <li>• July 2024</li> </ul>

<p>ticketing options and information</p>		<p>and to publicise the ticket (with a review of operation and apportionment by July 2023)</p> <ul style="list-style-type: none"> <li>To work with the Council to trial the £1.50 flat single fare on weekends during the summer</li> </ul>	<ul style="list-style-type: none"> <li>August 2023</li> </ul>
<p>Reinvesting in an improved network</p>	<p>Operators</p>	<ul style="list-style-type: none"> <li>Where highway network changes are made that result in resource savings as a result of faster journey times operators will reinvest a proportion of the benefits in more frequent services, or new buses, or other improvements of mutually agreed value</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>
<p>Introducing cleaner vehicles</p>	<p>Operators</p>	<ul style="list-style-type: none"> <li>All new buses are built to a low emissions standard. Where brand new vehicles are introduced within the County, their allocation will be cognisant of local air quality concerns as one of the factors considered within the operator's business case.</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>

## Section 5 – Governance Arrangements

11 There will be a Southend Local Bus Board which represents all the parties to the Enhanced Partnership. This is the body which will formally make decisions or recommendations on the Enhanced Partnership Scheme. The role of the Board will be:

- To set the future aims and objectives of the Bus Service Improvement Plan, Enhanced Partnership Plan, Enhanced Partnership Scheme and Enhanced Partnership, including recommending to its constituent organisations changes that should be made
- To develop policy recommendations to Southend-on-Sea Borough Council about planning and priorities for the improvement of the local bus network
- To develop operational recommendations to operators for the improvement of the local bus network

- To develop recommendations for any variations in the Enhanced Partnership agreement
- To be a consultee on any changes in policies such as the Local Transport Plan and Local Plan

12 The Board will comprise:

- Chair: As elected by the Local Bus Forum, serving 12 months
- 3 nominated representatives from Southend-on-Sea Borough Council;
- Representatives from the two large bus operating companies by vehicle kilometres operated in Southend;
- A representative for smaller bus operators, as nominated and agreed by those operators;
- A representative from Essex County Council in an observing capacity only;
- A representative from local bus users in an observing capacity only.

13 The Board will meet quarterly (January, March, June, September) with additional meetings at the discretion of the Board.

14 Papers will be circulated a week before the meeting. Action points and a summary of discussion will be recorded.

15 Material issues relevant to the Enhanced Partnership Plan and Enhanced Partnership Scheme will be shared with all operators in advance to allow operator representatives to consult with the wider operator cohort.

16 Decisions on matters which are likely to be significant in terms of its effects on local communities and/or with financial impacts on the Council will be subject to the Southend-on-Sea Borough Council constitution and governance policies and processes.

### **Review of EP Scheme**

17 Once the EP Scheme is made, it will be reviewed by the Board every year following publication of data on progress towards targets, as required by the BSIP – this will ensure any necessary action is taken to deliver the targets set out in the BSIP. Southend-on-Sea Borough Council will initiate each review, to report recommendations to the Board by 31<sup>st</sup> December of each year.

18 The Board can also decide to review specific elements of the scheme on an ad-hoc basis. Board members contact the Council explaining what the issue is and its urgency. The Council will then decide whether to table the issue at the next scheduled meeting or make arrangements for all or the necessary Board members to gather more quickly.

### **Bespoke Arrangements for Varying or Revoking the Enhanced Partnership Scheme**

***[DfT are intending to issue a standard variation/revocation mechanism and that will be used here when it is published. Therefore this wording could change. The principle however is that decisions to vary or revoke the EP Scheme can be made through a less onerous process than the fully statutory consultation and objection process]***

19 Under powers at s.138E of the Transport Act 2000, Enhanced Partnership Scheme Variations where this section is quoted will be subject to the bespoke voting mechanism also as set out in this section.

20 Changes to or new flexibility provisions under s.138E of the Transport Act 2000 shall only be included in the made EP scheme if they satisfy the statutory objection mechanism as set out in The Enhanced Partnership Plans and Schemes (Objections) Regulations 2018.

### Proposer of a variation or revocation

21 Consideration will be given to potential EP Scheme variations or a revocation highlighted either by a local authority or an operator of local bus services. The proposer of a variation or revocation should demonstrate how this might contribute to achieving the objectives set out in the BSIP, EP Plan and current local transport policies. Such requests should be in writing and submitted to Southend-on-Sea Borough Council. The Council will forward all requests onto all Southend Local Bus Board members within 5 working days.

### Decision-making Process

22 On receipt of a request for a variation or a revocation of part or all of an EP Scheme, the Council will convene the Board, giving at least 14 days' notice for the meeting, to consider the proposed variation or revocation proposal. To agree a proposal of variation or revocation, all voting members of the Board must vote unanimously for the variation or revocation. If the proposed variation or revocation is agreed, the EP Scheme variation or revocation will be made within seven working days and the revised EP scheme will be published on the Council website; or a statement will be issued confirming that the scheme has been revoked. Any Board members that are absent or not expressing a view at the meeting (either in person or in writing) will be deemed to be abstaining from the decision.

23 If at any point in the future the EP scheme area is included in a bus franchising area, the relevant requirements set out in this EP scheme document will cease to apply from the commencement date of the franchising scheme.

## Annex A – Identified Facilities

The facilities that are subject to this Enhanced Partnership are outlined below. The planned facilities are subject to funding being available from the Department for Transport through the Bus Service Improvement Plan.

	<b>Current facilities</b>	<b>Planned facilities</b>
<b>Bus stops</b>	<p>All bus stops within the ownership of Southend-on-Sea Borough Council and within the administrative boundary of the Council in their state as of the making of this Partnership.</p> <p>These facilities include the following where they currently exist at each stop:</p> <ul style="list-style-type: none"> <li>• Flags</li> <li>• Poles</li> <li>• Timetable cases</li> <li>• Real time information screens</li> <li>• Shelters</li> <li>• Seating</li> <li>• Raised kerbs</li> <li>• On-road markings and parking restrictions</li> <li>• Lighting, including street lighting</li> <li>• CCTV</li> <li>• Drainage</li> </ul>	<p>Upgraded or new bus stops delivered through the Bus Service Improvement Plan, including additional facilities installed such as the following:</p> <ul style="list-style-type: none"> <li>• Flags</li> <li>• Poles</li> <li>• Timetable cases</li> <li>• Real time information screens</li> <li>• Shelters</li> <li>• Seating</li> <li>• Raised kerbs</li> <li>• On-road markings and parking restrictions</li> <li>• Lighting, including street lighting</li> <li>• CCTV</li> <li>• Drainage</li> </ul>
<b>Bus priority facilities</b>	None	<p>Planned facilities to be delivered as part of the Bus Service Improvement Plan. This includes:</p> <ul style="list-style-type: none"> <li>• Bus Priority Signalling at major junctions in Southend</li> <li>• Bus priority measures delivered as part of major corridor upgrades (Southend Town Centre to Hadleigh, Southend Town Centre to Eastwood, Southend Town Centre to Shoeburyness Town Centre, and Southend Town Centre to Southend Airport)</li> </ul>
<b>Hubs and Interchanges</b>	Southend Travel Centre, Southend-on-Sea, SS1 2BD	<p>Mobility Hubs to be delivered as part of the Bus Service Improvement Plan, and subject to feasibility and agreement with land owners on ownership and maintenance of facilities where applicable. These hubs are:</p> <ul style="list-style-type: none"> <li>• Southend Town Centre</li> <li>• Leigh-on-Sea</li> <li>• Southend Hospital</li> <li>• Thorpe Bay Railway Station</li> <li>• Shoeburyness Town Centre</li> <li>• Southend Airport</li> </ul>