

Leicestershire Enhanced Partnership Scheme for Buses

**Supporting the development of bus services in
the County of Leicestershire**

Scheme Document

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**Organisation Making the Enhanced Partnership Scheme for Leicestershire
(excluding Leicester City)**

**THE LEICESTERSHIRE ENHANCED PARTNERSHIP SCHEME FOR BUSES IS
MADE IN ACCORDANCE WITH SECTION 138R(1) OF THE TRANSPORT ACT 2000 (as
amended)**

**BY: Leicestershire County Council having its principal administration offices at County
Hall, Glenfield, Leicester LE3 8RA**

1. DEFINITIONS USED IN THE DOCUMENT

**NB: Not all definitions are currently used but are incorporated to recognise the intention
to further develop the Scheme by way of variation and/or cause further Schemes to be
made at future dates with consistent terminology.**

Authority – means Leicestershire County Council.

Automatic Vehicle Location (AVL) – is a means for automatically determining and
transmitting the geographic location of a vehicle, allowing it to be tracked in real time.

B4114 Corridor – the highway shown as the ‘corridor’ coloured pink in Figure 2.

Board – means the Enhanced Partnership Board established in the manner provided for and
with the remit set out in the Enhanced Partnership Plan.

Bus Gate – is a short stretch of road carriageway that is restricted to use by buses and (where
specified) taxis and other authorised vehicles as indicated on appropriate signage on the
approach.

Bus Lane – is a signposted lane, designated for use by buses and (where specified) taxis and
other authorised vehicles, at the times also indicated by signage.

Bus lane enforcement – means the action taken to ensure that bus lanes are used only by
authorised vehicles. This is often carried out by using cameras to record unauthorised use, with
the issue of civil penalties to offenders under section 144 of the Transport Act 2000.

Bus Stand – means a bus stop clearway as defined in accordance with paragraph 1(a) of Part
1 to Schedule 19 of The Traffic Signs Regulations and General Directions 2002 but which will
permit a local bus to stand within the clearway for as long as maybe necessary up to a
maximum period of 10 minutes.

CCTV – means closed circuit television system, whereby static or mobile cameras are used to record offences or for surveillance and security purposes.

CVRAS – means Clean Vehicle Retrofit Accreditation Scheme (CVRAS) and is a certification scheme for manufacturers of retrofit emissions reduction technology that will enable Clean Air Zone (CAZ) compliance of legacy fleet vehicles to address the air pollution emissions from buses.

Designated feeder service – means a bus service that is specifically designed by the operator and accepted by the Authority as one that connects with another service allowing passengers to interchange at designated stops or stands

Enforcement camera – means a roadside camera that records and produces suitable evidence of unauthorised use of bus lanes or bus gates for the local highway authority to issue civil penalties under section 144 of the Transport Act 2000.

EP Forum – means the forum established in the manner provided for by the EP Plan.

EP Plan – means the statutory plan made by Leicestershire County Council on the same date as this Scheme pursuant to the provisions of section 138A of the Transport Act 2000 (as amended).

EP Scheme Area – means the area to which this EP Scheme document applies as shown on Figure 1.

Euro VI equivalent standards – Euro VI diesel bus or a bus with CVRAS approved technologies retrofitted to a diesel bus to reduce NOx and PM emissions and achieve Euro VI equivalent standards

Facilities – means the physical assets that are provided at specific locations along particular routes (or parts of routes) within the EP scheme area or new and improved bus priority measures.

Highway Works Permit – is a permit issued by Local Highway Authority to any organisation that wishes to undertake street works promoted by a public utility company or highway works promoted by the Local Highway Authority, with the aim of managing all works on the public highway. Local Authority have powers to operate permit schemes under Part 3 of the Traffic Management Act 2004 and The Traffic Management Permit Scheme (England) (Amendment) Regulations 2015.

Leicestershire Enhanced Partnership Plan – means the document made pursuant to section 138A of the Transport Act 2000 and which is required to be in place for an EP Scheme to be made and which was made by the Authority on the same date as but prior to the making of this Scheme.

Measures – means the improvements with the aim of:

- Increasing the use of local bus service serving the routes to which the measures relate or ending or reducing a decline in their use; or
- Improving the quality of local bus service.

Local Authority – as prescribed under section 23 of the Local Government Act 2003.

Local Highway Authority – for the purpose of this Scheme the Authority.

Local Qualifying Bus Services – means those Registered Local Bus Services operating within the EP Scheme area that must meet the requirements and obligations set out in this EP Scheme document.

Multi-Operator Capping – means a common fares and ticketing system, applied across multiple bus operators, that will cap a user's travel cost according to the lowest price available for the journey or journeys made.

Multi-Operator Ticketing – means a common fares and ticketing system applied and accepted by multiple operators.

Real Time Information – using technology to track the location of buses in real time, information is transmitted to bus stops or devices to indicate to passengers the predicted arrival time at a particular point.

Registered Local Bus Service – has the meaning set out in Section 2 of the 1985 Act.

Service Change Date - dates (published in advance by the Authority in accordance with the Service Change Protocol) at which alterations to service timetables may be carried out (subject to satisfaction of all regulatory requirements in respect of the same).

Service Change Protocol – a protocol established by the Authority following consultation with the EP Board setting out the basis upon which Service Change Dates are to be established.

Standards of Services – means the requirements that are to be complied with in relation to Local Qualifying Bus Services as set out at Section 4.

TRO – means a Traffic Regulation Order, made under the Road Traffic Regulation Act 1984 or any other enactment regulating the use of roads or other places.

Zero emission vehicle – means a vehicle that emits no pollutants at its tailpipe.

2. INTRODUCTION

- 2.1. This document fulfils the statutory requirements set out in the Transport Act 2000 as amended by the Bus Services Act 2017 when the Authority wishes to exercise its power to make an Enhanced Partnership Plan and one or more Enhanced Partnership Scheme(s). In accordance with statutory requirements in section 138 of the Transport Act 2000, this EP Scheme document sets out:
 - 2.1.1. the geographic area covered by the Scheme;
 - 2.1.2. when the Scheme is to commence;
 - 2.1.3. in detail the overall interventions to be made by the Authority under the Scheme – these comprise Facilities and Measures;
 - 2.1.4. requirements in the form of Standards of Services imposed on Local Qualifying Bus Services; and
 - 2.1.5. arrangements for the review and possible variation of the Scheme and its operation.
- 2.2. Certain types of public services (listed in Schedule 1) are exempt from the Standards of Services.
- 2.3. The EP Scheme is dependent upon there being in place an Enhanced Partnership Plan made by the Authority. The Leicestershire Enhanced Partnership Plan was made by the Authority on the same date as this Scheme has been made.
- 2.4. The EP Scheme has been developed following various consultations provided for by the Transport Act 2000 and various further consultations and discussions (particularly with neighbouring Local Authorities with transport functions and district and municipal Councils within the EP Plan Area). The Scheme has been prepared in conjunction with bus operators that provide Local Qualifying Bus Services in the EP Scheme Area. The EP Scheme aims to support improvements within the EP Area. It sets out obligations and requirements on both the Authority and operators in order to achieve the intended improvements, with the aim of passengers benefitting from attractive and convenient bus services.
- 2.5. The EP Scheme aims to contribute towards meeting the following objectives of the EP Plan:
 - A high-quality, integrated and efficient bus network
 - An easy-to-use bus network
 - A more attractive and greener bus network
- 2.6. A number of objectives may only be achieved with investment, the funding of which will in turn be dependent upon levels of grant funding provided by the Department from Transport and from other sources.

3. SCOPE OF THE EP SCHEME

- 3.1. The EP Scheme will support the improvement of Local Qualifying Bus Services operating in the EP Plan Area.
- 3.2. The EP Scheme does not include the areas of Leicester City Council which is a promoter of its own EP Plan and EP Scheme.
- 3.3. The EP Scheme Commencement Date will be 7 days after it has been made. The EP Scheme will have no specific end date but will be subject to a review by the Authority in conjunction with the Board at least annually.
- 3.1. The Scheme applies to Registered Local Bus Services with one or more stopping places within the Plan Area unless exempted under the Scheme.

SCHEME AREA

Figure 1 Map of the EP Scheme Area (grey shading)

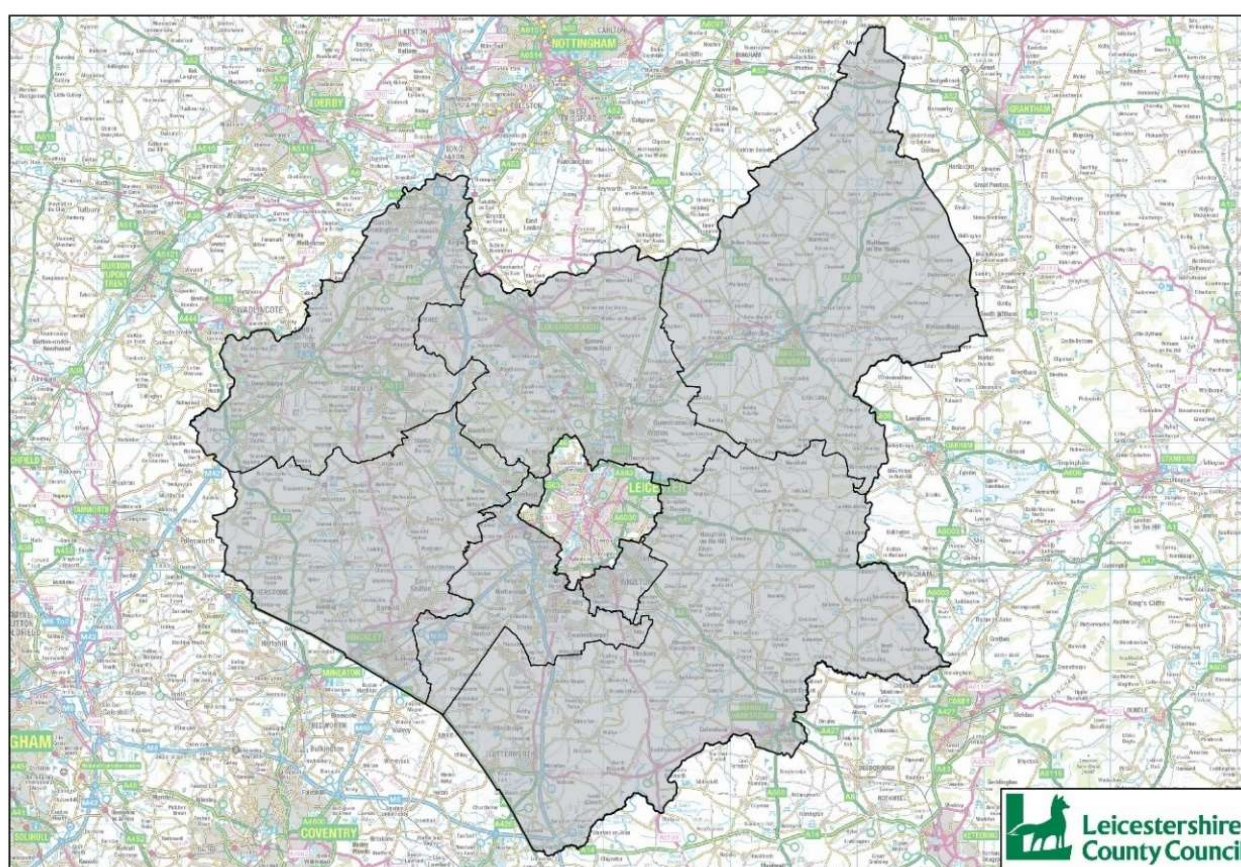
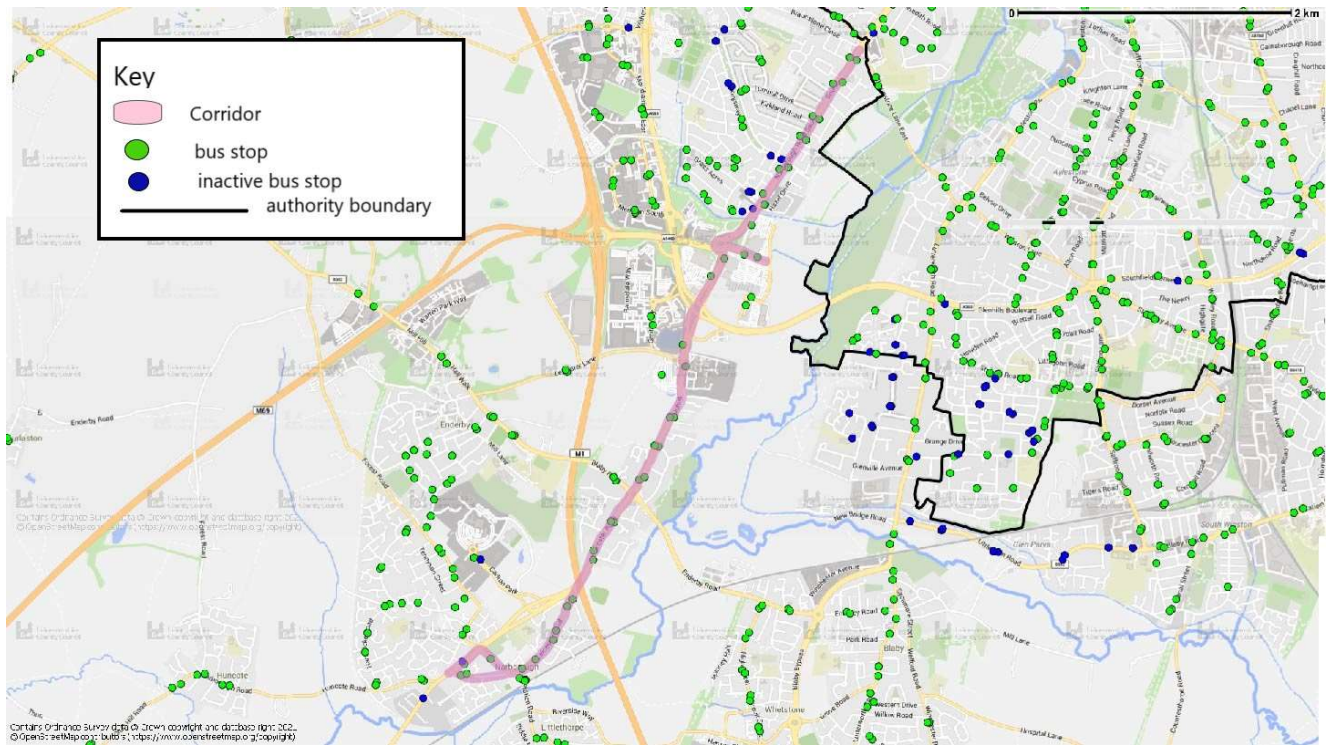


Figure 2 Map of the B4114 corridor



4. REQUIREMENTS TO BE FULFILLED BY THE AUTHORITY

Facilities

- 4.1. The Authority will continue to maintain bus stops and shelters in collaboration with other parties as appropriate.
- 4.2. The Authority commits to provide new and improve existing Facilities at bus stops or shelters within the B4114 Corridor; the extent and nature of those Facilities is dependent upon funding availability that will include funding from national transport funding initiatives. This Scheme document may be varied and if relevant further and/or substitute Scheme documents adopted to implement additional Facilities that have the objective of contributing to meeting the objectives of the EP Plan for Leicestershire.
- 4.3. The Authority agrees to take the following initial steps with a view to implementing through variation to this Scheme or subsequent Schemes as appropriate commitments to make improvements to Facilities comprising bus stops and shelters as follows:
 - 4.3.1. An audit of bus stops and shelters will be undertaken on the B4114 Corridor in Year 1, against a defined list of features that different types of stop should have (such features to be defined through collaborative work between the Enhanced Partnership members). Accessibility and personal safety issues with bus stops will also be reviewed and measures identified to provide safe access for a wide range of users (including people with impaired mobility).
 - 4.3.2. Implementation of upgraded infrastructure is anticipated to commence during the second half of Year 1 of the Scheme and will be rolled out during Years 2 and 3.
- 4.4. The audit and upgrade of infrastructure will address bus stop provision along the Narborough Road South (the B4114 Corridor) which heads out of Leicester as Narborough Road and becomes Narborough Road South in the county.

Provision of Measures

- 4.5. Commitments by the Authority to implement Measures are dependent upon funding that may include funding from national transport funding initiatives. This Scheme document may be varied and if relevant new and/or substitute Scheme documents adopted to implement Measures that have the objective of contributing to meeting the objectives of the EP Plan for Leicestershire.

5. REQUIREMENTS IN RESPECT OF LOCAL QUALIFYING BUS SERVICES

Standards of Services to be provided within the Scheme Area

- 5.1. For the purposes of the Scheme all Local Services that are Local Qualifying Bus Services are to be operated (subject to any qualifications referred to below) in accordance with:
 - 5.1.1. the standards of Vehicles used referred to below; and
 - 5.1.2. the standards of Service referred to below.

Vehicle Standards

- 5.2. All Local Qualifying Bus Services operating as registered services in the B4114 Corridor are required to meet the emission standard referred to as Euro VI or Euro VI Equivalent Standards by no later than 1 April 2024 at which time this Vehicle Standard shall come into effect.

Service Standards

- 5.3. Subject to paragraph 5.4 to only make changes to any Local Qualifying Bus Service and routes on agreed Service Change Dates in order to maintain network stability within the Scheme Area unless:
 - 5.3.1. there are exceptional circumstances giving cause for a change and agreed in advance with the Authority; or
 - 5.3.2. in the case of a timetable change (but not a route change within the Scheme Area) the timetable change arises as a consequence of a variation in the timetable change dates required to be implemented by another local transport authority.
- 5.4. The EP Board shall from time to time be entitled to review the operation of this paragraph 5.3 taking account of cross boundary services which may be subject to different considerations relating to the co-ordination of timetable change dates (such as variations in school term dates). The EP Board may following such consideration determine to exclude services specified in the resolution of the EP Board from the requirements of paragraph 5.3 from such date as is specified by the EP Board in its resolution. A vote in favour shall constitute a variation to this EP Scheme effected under a bespoke voting mechanism for the purpose of the Transport Act 2000 (as amended).

6. EP SCHEME REVIEW, MANAGEMENT AND GOVERNANCE

- 6.1. The EP Scheme has been made by the Authority having been developed in conjunction with stakeholders (in particular operators of local bus services operating within the County).
- 6.2. Going forward, the EP Board established under the Leicestershire County Council Enhanced Partnership Plan will be responsible for oversight of the Scheme including considering future variations, in accordance with the processes detailed in sections 6.27 to 6.30 of the EP Plan.

7. VARIATIONS TO THE EP SCHEME

- 7.1. Variations to the Scheme shall be brought into effect through the formal making of the variation to the Scheme by the Authority.
- 7.2. Variations considered for implementation may include variations to this variation procedure.
- 7.3. The making of a variation shall be subject to the following:
 - 7.3.1. The internal procedures required to be pursued by the Authority having regard to all relevant governance arrangements that are relevant to any consequences that arise from the variation (such as requirements to undertake impact assessment, financial implications and any requirements to secure the assistance of other parties in order to deliver the proposed variation).
 - 7.3.2. The Board being satisfied that the Scheme as varied will improve the quality or attractiveness of bus services in the Scheme Area; and/or the Scheme as varied will contribute to reducing or limiting congestion, noise or pollution.
- 7.4. Variations to the EP Scheme may be made applying the provisions of this section 7 of the EP Scheme applying in turn the provisions of s.138E of the TA 2000 where the following conditions (required to be specified under that section of the TA 2000 exist) namely:
 - 7.4.1. if implemented it will result in the variation to or the addition of any further Facility, Measure or Standards of Service or the removal of any Facility, Measure or Standards of Service or a combination of the same; and
 - 7.4.2. the variation is considered by the Authority in principle to be acceptable and appropriate to be developed into a formal variation for adoption by the Authority.
- 7.5. the Authority and where appropriate other parties as provided for in the EP Plan may from time to time bring forward proposals for variations to this Scheme reflecting, in particular, investment opportunities that arise that will lead to enhanced and/or new Facilities intended to improve the quality of bus services operating in the County to which the Scheme relates or which if implemented are calculated to increase patronage or meet other objectives within the EP Plan.
- 7.6. The Authority and where appropriate other participants in the Scheme may from time to time bring forward proposals for variations to this Scheme reflecting, in particular, Measures that the Authority is able to commit to or, with co-operation from third parties, secure that will lead to enhanced and/or new Measures intended to facilitate the improvement of the quality of bus services operating in the County to which this Scheme relates, or which if implemented is calculated to increase patronage or meet other objectives within the EP Plan.

- 7.7. The Authority and where appropriate other participants in the Scheme may from time to time bring forward proposals for variations to this Scheme reflecting, in particular, variations to the Vehicle Standards and the Customer Service Standards (where applicable) relevant to this Scheme intended to facilitate the improvement of the quality of bus services operating in the County to which this Scheme relates or which if implemented is calculated to increase patronage or meet other objectives within the EP Plan.
- 7.8. All participants within the EP Board are accordingly encouraged to bring forward for consideration by the EP Board potential EP Scheme variations and the Board shall also have regard to proposals remitted to it by the EP Forum also established under the EP Plan. The proposer of a variation should demonstrate how the variation is calculated to contribute to achieving the objectives set out in the EP Plan and current local transport policies.
- 7.9. Other variations to the EP Scheme may be brought forward where through the implementation of the variation any of the objectives of the EP Plan will be more effectively achieved or for the purpose of varying any other matter that is the subject of this Scheme.
- 7.10. Variations considered for implementation may include variations to this variation procedure.
- 7.11. All proposals for Variations shall be set out in writing and submitted to NBS@leics.gov.uk. The administrator responsible for the conduct of the affairs of the EP Board shall provide copies of the proposal to all members of the Board within three working days of receipt of the proposal.
- 7.12. The EP Board shall be entitled to comment on proposals for variations to and new Facilities and Measures (or variations to or the removal of existing Facilities and or Measures) to be implemented under this Scheme proposed under the variation in accordance with the foregoing procedures.
- 7.13. Any proposal brought forward may require to be taken through the internal procedures of the Authority in the manner envisaged above.
- 7.14. If there is not full agreement given on behalf of all Operators present or if any category of Operator is not represented either by its nominated representative or any authorised substitute, then the proposed variation shall be put to the Operator objection mechanism, but (unless the Authority considers a longer period would be prudent) with a reduced objection period of 14 days replacing Part 2 of the Transport Act 2000 section 138L (2) (c). The proposed variation will be advertised on the Leicestershire County Council website and emailed to operators of Local Qualifying Bus Services. If the proposed variation satisfies the requirements of the operator objection mechanism the Authority will make the EP Scheme variation.

8. REVIEW OF THE EP SCHEME

- 8.1. Once the EP Scheme is made, it will be reviewed by the EP Board at least annually, commencing no later than on the anniversary of the Scheme commencement date. The Authority will initiate each review and it will be anticipated to take no longer than two months to complete.
- 8.2. Any changes to the contact information contained in this Scheme will be automatically updated, without the need to follow the variation process set out in this Scheme. This only applies to amendments to existing contact information or additional information with regard to the mechanism for reporting issues. Any proposal to remove a mechanism for reporting issues will be subject to the variation process.

9. REVOCATION OF THE EP SCHEME

- 9.1. An EP Scheme can only exist if an EP Plan is in place. If, for any reason, the EP Plan is revoked, it would automatically cease to have effect as a Statutory Scheme.
- 9.2. If, for some reason, it becomes necessary for the EP Scheme to be revoked, the EP Board will be reconvened and follow the same process as outlined in sections 6.27 to 6.30 of the EP Plan (noting that the agreement will be for revocation and not variation).
- 9.3. 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.

Schedule 1 - Types of public services exempt from the Standards of Services

A registered local bus service with one or more stopping place within the EP Scheme Area, with the exception of:

- Any education related or works registered local bus service not eligible for Bus Service Operators Grant
- Any cross-boundary registered local bus service with less than 10% of its registered mileage within the Enhanced Partnership area
- Any services operated under section 22 of the 1985 Act
- Any registered local bus service which is an excursion or tour
- Any other registered local bus service that the Operators (through the Leicestershire EP Board voting mechanism in section 6) and County Council decide should be excluded from all or specific requirements of the Enhanced Partnership Scheme.

For the avoidance of doubt, a list of Qualifying Bus Services will be published at the start of each County Council financial year