

# CO-OPERATIVE REVIEW PROJECT PLAN

[PARK & RIDE]



Background	
Chair:	Councillor Murphy
Lead Officer:	Andy Sharp, Public Transport Manager supported by Gill Peele, Working Plymouth Lead Officer
Democratic Support Officer:	Helen Rickman
Membership:	Councillors Mrs Aspinall, Ball, Darcy, Drean, Murphy and Wheeler.
Relevant Cabinet Member:	Councillor Mark Coker
Date review approved by the Co-operative Scrutiny Board:	10 July 2013
Summary of subject to be reviewed:	The City's Park & Ride services incorporating a review of the service operation, costs, incomes, maintenance and benchmarking with operating models elsewhere.
Reason(s) and rationale for the review:	<p>The city's Park &amp; Ride network has evolved over the last 20 years This review aims to understand the background and rationale for the current operating model and to identify whether there are any opportunities for improvements.</p> <p>The Park and Ride began with the Milehouse site in 1991 followed by Coypool in 1996. From March 2006 services began from the George Junction interchange calling at the Milehouse site en route to the City Centre.</p> <p>First Devon &amp; Cornwall Buses were awarded the Park and Ride contract in November 2005 and from November 2010, at the end of the contract, assumed commercial operation of services PR1 George Junction and Milehouse and PR2 Coypool to the city centre. The City Council continues to be responsible for all site costs, maintenance and Non- Domestic Rates</p> <p>Target Travel currently operates service PR3 under contract to the City Council utilising s106 developer funding. The service provides a link between The George Junction, Marjons, Derriford Hospital and the Tamar Science Park. Existing funding for this service expires in November 2013.</p> <p>Car parking is free at all three sites and customers pay on the bus or use their concessionary bus passes.</p>

	Currently only the Coypool site regularly reaches full capacity. The Council has considered options to expand capacity at this site. However the Sherford New Town includes a large Park & Ride site at Deep Lane End and this will have an impact on usage at Coypool.
Objectives of the review:	To review the Park and Ride scheme in Plymouth and how it is operating
What will the review look at?	Current Service provision, the City Council's strategy and priorities Operators' views and judgements, and benchmarks against other comparable cities
Which areas will be excluded from the review?	Commercially sensitive information
What City and Council Priorities does the review relate to:	<ul style="list-style-type: none"> <li>• Deliver Growth</li> <li>• Raise Aspirations</li> <li>• Reduce Inequality</li> <li>• Provide Value for Communities</li> </ul>
Identify links to other Council policies, projects or strategies:	<p>Pioneering Plymouth: in reducing the city's Carbon footprint and leading in environmental responsibility</p> <p>Caring Plymouth: children, young people and adults are safe and confident in their communities</p> <p>Confident Plymouth: citizens enjoy living and working in Plymouth</p>
Who will benefit from the review:	Plymouth City Council and council tax payers, Park and Ride users and potential users including visitors to the city

## Methodology

The method and approach of the review:	<p>Site Visits</p> <p>Interviewing Experts – Council Officers and bus operators</p> <p>Interviewing Service Users</p> <p>Comparisons and benchmarking</p>
Witnesses and experts:	<p>To be considered from;</p> <ul style="list-style-type: none"> <li>• Senior Managers/Chief Officers;</li> <li>• Service users;</li> <li>• External partners</li> <li>• First Devon &amp; Cornwall, Target Travel, Derriford Hospital, City Centre Company, City Bus</li> </ul>
Co-opted representatives:	None
Documents and/or reports for analysis e.g. internal/external reports or legislation):	<ul style="list-style-type: none"> <li>• Government guidance or legislation;</li> <li>• Local policies and strategies i.e. LTP3</li> <li>• Performance plans and performance indicators;</li> </ul>

	<ul style="list-style-type: none"> <li>• Consultation exercise evidence;</li> <li>• Budget data;</li> <li>• Briefing report to include Legal framework, commercial risk, cost benefit analysis, patronage figures, existing benchmarking</li> <li>• Maintenance costs</li> </ul>
Site visits:	As required to all three park and ride sites.
Consultations/Research:	N/A
Publicity:	To be agreed.
Evaluation method	Evidence based The recommendations of the review will be provided to the Cooperative Scrutiny Board for review in December 2013; the Working Plymouth panel will review the progress and the Working Plymouth Panel will undertake a progress review later in the year.
Resource Requirements:	When considering resource requirements you should include: <ul style="list-style-type: none"> <li>• Travel costs</li> <li>• Approximate officer hours to write reports, attend meetings, research information, write the final report</li> </ul>
Barriers and Risks:	First Devon & Cornwall fail to provide meaningful data on patronage, costs and revenue due to concerns over commercial sensitivity.

<b>Timetable</b>		
<b>Activity</b>	<b>Timescale / Date(s)</b>	<b>Intended Outcome(s)</b>
Meeting 1:	Monday 30 September 2013, 3.30pm	To review a briefing report that will include information on benchmarking charges, the legal framework, factors impacting commercial risk, patronage numbers, maintenance costs, concessionary bus pass data. Members will also finalise the draft questionnaire for the site visit.
Site Visit	To be arrange for the second week of October 2013	To visit all three Park and Ride sites – Members will ask members of the public to complete a brief survey.
Meeting 2:	Monday 28 October 2013, 3.30pm	To review the analysed results of the survey and their implications for the review and identify any other information required. To agree witnesses and experts to be invited to the next meeting.
Meeting 3:	Monday 18 November 2013, 3pm	Witnesses/ experts to attend. <ul style="list-style-type: none"> <li>• First Bus, Target Travel, City Bus, Travelwatch South West.</li> <li>• Assistant Director for Transport, Cabinet Member for Transport</li> </ul>
Meeting 4:	Monday 2 December 2013, 3.30pm	Conclusion and recommendations.

Draft report:	Written and agreed by 6 December 2013.	
Meeting 5 (approve report):		
Submit report to the Co-operative Scrutiny Board Meeting:	18 December 2013.	
Submit to Cabinet Meeting:	14 January 2014.	
Submit to other bodies/organisations:		
Scrutiny Panel to evaluate and track the outcomes of the Co- operative Review:	Late 2014.	