

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

19 JUNE 2007

STAKEHOLDER LIAISON ARRANGEMENTS

Report by Director

This report seeks the Partnership Board's approval of proposed Internal and External Stakeholder liaison arrangements.

1 RECOMMENDATION

- 1.1 That the Partnership Board approves the Internal and External Stakeholder liaison arrangements, as set out in the report and accompanying Appendix.

2 BACKGROUND

- 2.1 Soon after the inception of TACTRAN in December 2005, the Partnership approved the establishment of a Management Group comprising senior officers from each constituent Council, to advise and oversee the management of business and reports brought before the Partnership (Partnership meeting of 31 January 2006, Item 6 refers).
- 2.2 In addition to the Management Group a Transportation Officers Group/Regional Transport Strategy Steering Group was established, comprising senior transportation staff from each of the Councils, to coordinate and take forward early actions, including development of the Regional Transport Strategy, Capital Programmes of work, and other delivery issues, pending appointment of TACTRAN staff.
- 2.3 Consultation with key stakeholders has been an essential part of the Regional Transport Strategy development process. This has involved consultation with a wide-ranging group of nearly 200 individuals, representative bodies and other organisations with an interest in transport.
- 2.4 The report sets out proposals for revised Internal and External liaison arrangements as the Partnership moves forward.

3. DISCUSSION**Internal Council Stakeholder Liaison**

- 3.1 The Management Team met regularly until mid-2006, when the main focus of the Partnership became dominated by the RTS. As a result, over the past 9 - 10 months the majority of TACTRAN/Council liaison has been through the Transportation Officers Group/RTS Steering Group.
- 3.2 With the appointment of TACTRAN's own staff the role of the Management Team has changed. It is proposed that this is replaced by a **Chief Officers Liaison Group**, to act as a strategic liaison forum on matters of high level policy and strategic direction of the Partnership, including liaison on proposals for reporting to Partnership meetings. A formal remit for the Group will be agreed in consultation with members of the Group.

- 3.3 The **Transportation Officers Liaison Group** will continue as the main forum for liaison on operational development and implementation of the RTS. In addition to maintaining a broad liaison role, over-viewing development and delivery of the RTS, and related projects and programmes including linkages with Council Local Transport Strategies etc., this group will have liaison responsibility for the Land Use Planning; Demand Management; Multi-Modal Interchanges; Rail; Road Based; Freight and Air strands of the RTS. From time to time membership of the group may need to be supplemented, on an issue by issue basis. This Group will include the TACTRAN Strategy Manager and Projects Manager, when appointed.
- 3.4 Development and delivery of other strands of the RTS will require liaison with other Council specialists, including Travel Planning/Behavioural change; Walking; Cycling; Buses; Information; Community Transport/Demand Responsive Transport and Rail.
- 3.5 A **Travel Plan Group**, led by the TACTRAN Travel Plan Officer with representation from each Council and the two Health Boards in the TACTRAN region, has already been established. This group's remit is to be extended to cover Walking and Cycling and the group re-named the **Sustainable Travel Group**.
- 3.6 A new **Public Transport Officers Liaison Group** is to be established, consisting of the 4 Council Public Transport Managers (or equivalents), to liaise on and take forward elements of the RTS relating to buses; CT/DRT; certain elements of rail; related information and infrastructure; and integrated ticketing etc.
- 3.7 A **Finance Group**, including Council Transportation and Finance representatives, has already been established to monitor Revenue and Capital expenditure and related programmes; compliance with Scottish Executive funding procedures; and be a general liaison forum on financial matters.

External Liaison

Community Planning

- 3.8 The Partnership has a statutory obligation to participate in Community Planning. There has been initial engagement with Community Planning Partnerships (CPP's) through consultation on the Draft RTS, and other limited contact. It is proposed that future liaison with CPP's will be mainly through the Director and/or TACTRAN Strategy Manager, when appointed.

Sustainable Travel

- 3.9 The development of a Walking & Cycling Strategy is one of the key Interventions in the RTS. It is proposed that a **Regional Walking & Cycling Forum**, involving groups representing cycling and walking interests, is established to inform development and implementation of this sub-strategy. Other measures associated with Travel Planning and general behavioural change will be dealt with initially through the Sustainable Travel Group. The responsibility for resourcing and supporting this Forum would rest primarily with the TACTRAN Travel Plan Officer, with input from relevant Council staff, as appropriate/required.

Buses and Community Transport/Demand Responsive Transport

- 3.10 The development of a Buses Strategy and Bus Quality Partnerships is another key Intervention in the RTS. It is proposed that a **Regional Buses Forum** is established to enable engagement with the bus sector (bus operators; Community Transport; DRT

and other service providers). Guidance on the establishment of Bus Forums is currently being looked at by the National Transport Strategy Buses Action Plan Steering Group. The scope, remit and membership of the Regional Buses Forum would be informed by these national level discussions. A regional forum may be supplemented by Council or other local area forums. Responsibility for resourcing and supporting this Forum would rest with the TACTRAN Strategy Manager, with input from Council Public Transport officers, as appropriate.

- 3.11 The RTS gives a commitment to investigating the merits of establishing a **Regional Community Transport Forum**. The intention is to hold a meeting with CT/DRT providers after approval of the RTS, to consider taking this forward. It may be appropriate to set up a CT/DRT sub-group of the Regional Buses Forum, as a focus for developing CT/DRT, including external liaison on operational issues arising from the proposed transfer of funding from Councils/Scottish Executive to RTP's, as outlined in the Director's Report to this meeting.

Rail

- 3.12 A regional rail meeting was convened by ScotRail in June 2006, but has not been repeated. Perth & Kinross Council is currently a member of the Highland Rail Partnership (HRP), contributing financially and through elected Member and officer input. It is understood that HRP is likely to become fully integrated as a rail forum within HITRANS from April 2008, with Perth & Kinross Council remaining a member for this year.
- 3.13 It is proposed that a **Regional Rail Forum** is established as a focus for officer liaison between TACTRAN and the rail industry – i.e. First ScotRail; Network Rail; Virgin Cross Country; the new ICEC franchise operators; rail freight operators and Transport Scotland. It is the intention to involve input from local rail interest groups. Responsibility for resourcing and supporting this Forum would rest with the TACTRAN Projects Manager, with input from Council officers, as appropriate.

Freight

- 3.14 Development of a Freight Quality Partnership is another key stand of the RTS. It is proposed that a **Regional Freight Forum** is established to initiate discussion and development work on this with the freight transport sector. Responsibility for resourcing and supporting this Forum would rest primarily with the TACTRAN Projects Manager, with input from Council officers, as appropriate.

Other Key Stakeholders

- 3.15 A **Key Stakeholders Group**, consisting of nearly 200 groups, organisations and individuals, was involved at various stages of the RTS development process. This included the above modal interests, but also many more "special interest" groups. The current Key Stakeholders Group membership is shown in Appendix B.
- 3.16 It is proposed that this group is retained to meet not more frequently than 6 monthly, for general stakeholder engagement and consultations, renamed the **TACTRAN Consultative Forum**. Responsibility for resourcing and supporting this Forum would rest with the TACTRAN Strategy Manager
- 3.17 The structural relationships between the proposed Internal and External liaison groupings outlined above, with suggested meeting frequencies, is summarised in Appendix A.

- 3.18 Detailed remits for each of the Groups/Fora will be developed in consultation with the Chief Officers Liaison Group and Transportation Officers Liaison Group and, for external fora, with the members of each grouping.
- 3.19 It is suggested that liaison between the proposed Regional Fora and the Partnership Board would be via inclusion of an Advisor/Observer representative from each of the external liaison groupings at Partnership meetings.

Consultations

- 3.20 This report has been prepared in consultation with the Management Team who are in agreement with the proposals

Resource Implications

- 3.21 The proposals require ongoing officer input from constituent Councils at a level broadly equivalent to existing commitments for the internal liaison groupings, plus the newly established Public Transport Officers Liaison Group.
- 3.22 It is envisaged that the majority of officer resource input to and support for the proposed external liaison fora will be through TACTRAN staff.

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NOTE

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing the above Report.