

## TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

14 DECEMBER 2010

## 2010/11 REVENUE MONITORING AND PROGRAMME

## JOINT REPORT BY TREASURER AND DIRECTOR

This report provides a monitoring update on the Partnership's 2010/11 Revenue expenditure, as committed and projected at 30 November 2010, and seeks approval of a reallocation of funding to support the maintenance of strategically important air services between Dundee and London.

**1 RECOMMENDATIONS**

## 1.1 That the Partnership :-

- (i) notes the position regarding Core Revenue expenditure as at 30 November 2010, as detailed in Appendix A;
- (ii) agrees that a projected underspend of £47,000 in 2010/11 Council requisitions is carried forward as Deferred Income to meet Core costs in 2011/12;
- (iii) notes progress on the 2010/11 RTS Revenue Programme and related expenditure as detailed in sections 3.4 to 3.40 of the report;
- (iv) approves the reallocation of £50,000 from the Hilltown Junction scheme to support continued operation of Dundee – London air services, as discussed in sections 3.27 – 3.33 of the report; and
- (v) approves the revised 2010/11 RTS Revenue Programme as detailed in Appendix B.

**2 BACKGROUND**

- 2.1 At its meeting on 15 December 2009 the Partnership approved a Core Revenue Budget for financial year 2010/11 (Report RTP/09/47 refers).
- 2.2 At its meeting on 23 June 2009 the Partnership approved a 2-year RTS Implementation Programme for 2009/10 and 2010/11, utilising allocated and anticipated Scottish Government Grant in Aid funding (Report RTP/09/30 refers). On 15 June 2010 the Partnership approved the 2010/11 Revenue Programme totalling £385,000 utilising confirmed Scottish Government Grant in Aid (Report RTP/10/18 refers).
- 2.3 At its meeting on 14 September 2010 the Partnership received a monitoring update noting progress on the 2010/11 Revenue RTS Implementation Programme proposals and agreed to delegate authority to the Executive Committee to approve proposals for managing potential slippage (Report RTP/10/27 refers).

- 2.4 The Executive Committee approved proposals for managing slippage in the RTS Revenue Programme at its meeting on 9 November 2010 (Report RTP/10/36 refers). This included bringing forward measures to change attitudes and behaviours; walking and cycling measures; bus based measures and Park & Ride strategy projects.
- 2.5 Subsequent to the Executive Committee meeting on 9 November an approach was received from Dundee City Council, requesting financial support for the continued operation of air services between Dundee and London City Airport. Proposals for accommodating this request, whilst maintaining the potential for delivering all projects approved by the Executive Committee on 9 November, were reported to the Executive Committee as discussed in sections 3.27 – 3.33 below.

### **3 DISCUSSION**

#### 2010/11 Core Revenue Monitoring

- 3.1 Core expenditure to 30 November 2010 and projected expenditure to the financial year end is shown in Appendix A.
- 3.2 At this time an underspend of approximately £47,000 is projected. This results mainly from £26,017 of income carried forward from last financial year, which the Partnership has previously agreed to allocate towards meeting anticipated increased staff costs arising from maternity leave. A number of smaller projected variances include a lower Local Government wage award than had been budgeted for; lower than anticipated statutory Maternity Pay costs which, offset by costs of advertising for maternity cover, result in a net £15,000 staffing underspend; approximately £3,000 rebate on rates; saving of £2,000 on insurances; and an additional £1,000 of miscellaneous income.
- 3.3 As discussed in a separate report on the 2011/12 Revenue Budget, it is proposed that the projected underspend of £47,000 is carried forward as Deferred Income to help offset an anticipated reduction in Council contributions towards Core running costs in 2011/12.

#### 2010/11 RTS Revenue Programme

- 3.4 The RTS Programme expenditure to 30 November 2010 and projected expenditure to the financial year end is shown in Appendix B. Progress on the individual elements of the RTS development and implementation programme is outlined below.

#### Ordnance Survey Mapping

- 3.5 Payment of £4,489 has been made to Ordnance Survey for the annual licence under the One Scotland Mapping Agreement. No further expenditure is anticipated.

### Accessibility Planning

- 3.6 Significant updating of accessibility mapping data was undertaken during 2009/10 to support work on the TAYplan Strategic Development Plan. A comprehensive 2-yearly update of Accession data is programmed for 2011/12. The budget of £15,000 for 2010/11 will cover additional accessibility mapping in support of Dundee and Perth & Kinross Councils' evaluation of changes to commercial bus services and reviews of financially supported bus route networks.

### Regional Transport Strategy Monitoring Framework

- 3.7 The RTS Monitoring Framework supports the statutory requirement to report annually on progress with implementation of the RTS. The Partnership approved the Monitoring Framework at its meeting on 23 June 2009 (Report RTP/09/27 refers). Reporting on progress during 2009/10 will be included within the 2009/10 Annual Report.
- 3.8 It is anticipated that the costs of work on updating the 2009 Monitoring Framework Report, including Accession data, will be £5,000, rather than £10,000 as previously reported, as a result of the majority of work being handled "in house".

### Regional Transport Model

- 3.9 The Executive Committee approved Tactran's response to the DPM-TAG Peer Review at its meeting on 9 November 2010 (Report RTP/10/33 refers).
- 3.10 Following consideration of feedback from this peer review, Transport Scotland aims to publish the final Guidance by the end of the year. As the Guidance has potential implications for the transport modelling and appraisal requirements of various stakeholders in the Tactran area, including TAYplan and constituent Council planning authorities, it is considered prudent to defer further consideration of options for developing a Regional Transport Model, including do-nothing option, until after the final DPM-TAG Guidance is published by Transport Scotland.
- 3.11 Tactran contributed funding to support tri-partitely funded work with TAYplan and Transport Scotland using the Transport Model for Scotland (TMfS) to assess impacts of proposed spatial strategies for the SDP. This work has been completed and has assisted in developing the draft proposed Strategic Development Plan and Action Plan. No further modelling work is programmed this financial year with the final spend being £8,435.

### Tay Estuary Rail Study

- 3.12 A meeting was held with Transport Scotland, Network Rail and First ScotRail on 25 October 2010 to identify when further work will be able to be undertaken to develop and progress the recommendations of the TERS, in light of ongoing work on rail priorities within the STPR. At the meeting Transport Scotland advised that the timetable for STPR Project 17: Highland Main Line (HML) had not been finalised and they were unable to provide a firm date when this work is likely to be completed.

- 3.13 As reported previously, further work on TERS is dependent upon Transport Scotland providing access to the finalised HML timetable. Subsequent to the meeting the Scottish Government Spending Plans and Draft Budget for 2011/12 has included provision for increasing long distance services to Inverness on the Highland Mainline from 9 to 11 trains each way daily. This would indicate that the HML timetabling work has been developed to a level that would permit further work on TERS to be undertaken during the last quarter of this financial year and clarity is being sought on this. It is proposed that the £20,000 allocated to TERS is preserved at present pending further clarification on progress with HML timetabling.

#### Park & Ride Strategy

- 3.14 A brief description of progress with various elements of the Park & Ride Strategy is given below:
- Dundee - As approved by the Executive Committee on 9 November, Colin Buchanan & Partners has been commissioned to take forward proposals for Dundee West Park & Ride. In addition further development work is being undertaken for A90 Dundee North and A90 Tay South Park & Ride proposals, with the St Andrew's and East Fife Local Plan examination expected to commence during April 2011.
  - Perth - In support of £159,000 Capital allocation for East of Perth Park & Ride, which is likely to be utilised for land purchase, further work is being undertaken to provide more detailed design, including the design of access onto the trunk road.
  - Stirling - the Stirling South Park & Ride study conclusions are being integrated within the Local Development Plan process and Masterplanning exercise to ensure a suitable Park & Ride facility to the South of Stirling is included in future plans. In addition, as there is potential for Strategic Park & Ride to Glasgow and Edinburgh, the study has been formally submitted to Transport Scotland to assist them in their considerations for STPR Project 8 : Strategic Park & Ride.
- 3.15 It is anticipated that the £70,000 allocation will be fully utilised on taking forward the Park & Ride Strategy. It is intended to provide a more detailed Park & Ride Strategy update report at the next Partnership meeting.

#### Demand Responsive Transport

- 3.16 Following further discussion with Dundee City Council and Perth & Kinross Council, it has been confirmed that implementation of both the urban DRT pilot in Dundee and the proposed rural DRT pilot in West Kinross-shire will not be able to be progressed this financial year. As a consequence funding has been reallocated to other projects, as approved by the Executive Committee on 9 November 2010.

#### Travel Information

- 3.17 This financial allocation is intended to support ongoing maintenance, development and promotion of Tactranconnect and development work on the Regional Bus Information Strategy. It is anticipated that the full allocation of £20,000 will be utilised this financial year.

### Travel Planning

- 3.18 Progress on Travel Planning activity is discussed in a separate report to this meeting. It is anticipated that the full allocation of £75,000 will be utilised this Financial Year.

### Freight Quality Partnership

- 3.19 Progress on the Freight Action Plan is also discussed in a separate report.
- 3.20 The financial allocation of £10,000 is meeting the £4,465 cost of a study being undertaken by MVA Consultancy into lorry movements on strategic roads in the region.
- 3.21 Perth & Kinross Council secured Scottish Government Air Quality Grant for 2010/11 of which £57,000 was allocated to develop the first year action plan for a trial Consolidation Centre scheme in Perth. This sum has been reduced following discussions with JMP Consultancy and consequently the estimated cost of the Study will be up to £30,000.

### Communications

- 3.22 £10,000 is allocated to cover the cost of publishing Annual Reports, other publications, press and media campaigns etc. and to enable upgrading of the Partnership's website, in line with other more recent website developments such as Tactranconnect and Tactran Liftshare. It is anticipated that this allocation will be fully utilised.

### Stakeholder Fora

- 3.23 The annual provision of £3,000 meets the ongoing costs for operating the various stakeholder fora the Partnership has established to help inform ongoing development and delivery of the RTS.

### Health & Transport Action Plan

- 3.24 The Programme budget includes a £5,000 contribution from NHS Forth Valley towards measures to support the Draft Health & Transport Action Plan.

### Behavioural Change Measures

- 3.25 As indicated in the Minute of the Executive Committee meeting on 9 November 2010 and in 2.5 above, the Executive Committee approved an allocation of £50,000 from this year's RTS Revenue Programme towards Behavioural Change Measures, specifically the Hilltown Junction improvement project, which will improve pedestrian and cyclist facilities at the Alexander Street/Hilltown/Constitution Road junctions in Dundee. The Tactran contribution of £50,000 represented half the cost of this scheme, the remainder being met from Dundee City Council Capital budgets.

- 3.26 Following an approach from Dundee City Council seeking financial support to maintain air services between Dundee and London, and proposed re-allocation of Tactran funding to support this as discussed in 3.27 – 3.33 below, this scheme will now be funded wholly by Dundee City Council from existing Capital programmes.

#### Maintenance of Strategic Air Services

- 3.27 The Dundee to London City Airport service operated by CityJet has come under financial pressure as a result of increased landing and handling charges at London City Airport. This resulted in proposals to revise flight schedules from January 2011, removing early flights which currently enable business travellers to arrive in London for morning meetings.
- 3.28 In discussion between Dundee City Council, Highlands and Islands Airports Limited (HIAL) and CityJet, agreement has been reached on a package of measures to maintain an early Monday morning flight to London and to reinstate 3 return trips daily on Thursdays and Fridays, with these services guaranteed for a period of 12 months from January 2011. Dundee City Council has requested that Tactran provide financial support to enable maintenance of these key air connections.
- 3.29 Following discussion with the Chair and with the Chief Executive and Director of City Development at Dundee City Council, it is proposed that the sum of £50,000 previously approved as a contribution towards the Hilltown Junction improvement project be reallocated to supporting the maintenance of air services between Dundee and London. City Council officials have indicated that they would welcome this reallocation of funding within the RTS Revenue Programme.
- 3.30 A report seeking agreement to the reallocation of funding approved for the Hilltown Junction project to supporting maintenance of air services between Dundee and London was circulated to Executive Committee Members on 24 November (Report RTP/10/37 refers). This also indicated that positive discussions were ongoing with Dundee City Council regarding alternative arrangements for funding the Hilltown scheme as discussed under 3.26 above. The recommended reallocation of funding did not receive unanimous approval from Executive Committee members and the matter is now reported for consideration by the Partnership.
- 3.31 The strategic importance of maintaining direct regional air connections to key UK and European destinations is recognised within the Regional Transport Strategy. The RTS also states that Tactran will seek to enhance the economic prosperity of the region by working with airport authorities and others to promote and improve flights and facilities at Dundee Airport. The maintenance of attractive regional air connections for business and tourism is particularly important in relation to supporting opportunities in the emerging offshore renewables sector and also the Dundee Waterfront and V&A Museum developments.
- 3.32 The Partnership is asked to approve the reallocation of £50,000 from the Hilltown Junction improvement project to supporting Dundee to London air services.

- 3.33 Alternative means of funding the Hilltown Junction improvement scheme have now been confirmed with Dundee City Council, as discussed in 3.26 above.

#### Walking & Cycling Measures

- 3.34 The following four walking and cycling projects are to be implemented within the Stirling Council area:

- NCN 765 Argaty Path Link (Phase 2);
- Strathblane Cycleway Improvement (Phase 2);
- Kildean Link to Riverside Path, All User Link; and
- NCN 765 Doune to Burn of Cambus.

- 3.35 These projects will together provide improvements to walking and cycling infrastructure and assist in closing gaps in the National Cycle Network. They will also assist Tactran in meeting the Walking and Cycling Strategy Actions B1; to improve walking and cycling links in the region, and B2; to improve walking and cycling links to education facilities.

- 3.36 The total cost of these projects is estimated at £91,000 with Tactran providing £43,000 and further funding contributions from Sustrans and Transport Scotland, totalling £48,000.

- 3.37 A grant of £43,000 has been provided to Stirling Council to implement these projects this financial year.

#### Bus-based Measures

- 3.38 A project to provide significant bus infrastructure improvements on the strategic Montrose – Arbroath – Dundee Quality Bus Corridor, including Carnoustie and Monifieth, is to be implemented this financial year. This project will assist in meeting the aims of a number of bus based RTS Delivery Plan projects and provide support to the Dundee and Angus Bus Punctuality Improvement Partnership, as identified in Tactran’s Bus Strategy Action NP3.

- 3.39 The total cost of the project is estimated at £122,000 with Tactran providing a funding contribution of £50,000.

- 3.40 A grant of £50,000 has been provided to Angus Council to implement this project this financial year.

#### Contingency

- 3.41 Following the re-prioritisation of projects there is no significant contingency remaining within the RTS Revenue Programme.

## **4 CONSULTATIONS**

- 4.1 The 2010/11 Revenue Programme and proposals discussed in this report have been developed in consultation with partner Councils through the Transportation Officers Liaison Group, Public Transport Officers Liaison Group and Chief Officers Liaison Group.

- 4.2 Revisions to the 2010/11 Revenue Programme approved by the Executive Committee on 9 November 2010 have been incorporated within the updated programme.
- 4.3 The proposals for reallocation of funding to support maintenance of air services between Dundee and London have been developed in consultation with Dundee City Council's Chief Executive and Director of City Development, who support the proposed reallocation of Revenue funding.

## **5 RESOURCE IMPLICATIONS**

- 5.1 The main resource implications are addressed within the report.

**John Symon**  
**Treasurer**

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### **NOTE**

The following 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 this Report.

Reports to Partnership RTP/09/27 RTS Monitoring Framework and RTP/09/30 2009/10 & 2010/11 Revenue Programme, 23 June 2009

Report to Partnership RTP/09/47 Core Revenue Budget 2009/10 & 2010/11, 15 December 2009

Report to Partnership RTP/10/18 Revenue Monitoring and Programme, 15 June 2010

Report to Partnership RTP/10/27 2010/11 Revenue Monitoring and Programme, 14 September 2010

Report to Executive Committee RTP/10/33 Consultation: Development Planning and Management – Transport Appraisal Guidance, 9 November 2010

Report to Executive Committee RTP/10/36 2101/11 Revenue Programme, 9 November 2010.

Report to Executive Committee RTP/10/37 2010/11 Revenue Programme : Proposed Revision, 24 November 2010

**Tactran Income and Expenditure Account**  
**Revenue**  
**2010/2011**  
**Detailed Statement - Core**

Appendix A

	Budget	Actual Expenditure to 30 November 2010	Projected Outturn 2010/2011	Variance to Budget
Income	£	£	£	£
Scottish Executive Grant Revenue Received	230,000	230,000	230,000	-
Deferred Income	-	26,017	26,017	26,017
Council Req's Revenue Rec'd	200,000	150,000	200,000	0
Interest Received	-	56	56	56
Other Income	-	1,042	1,042	1,042
	<b>430,000</b>	<b>407,115</b>	<b>457,116</b>	<b>27,116</b>
<b>Expenditure</b>				
<u>Staff Costs</u>				
Salary GP	250,800	118,191	234,450	(16,350)
Salary Supn	46,400	22,609	43,728	(2,672)
Salary NI	21,500	10,412	20,295	(1,205)
Advertising	-	4,306	4,500	4,500
Interview Expenses	-	224	224	224
Relocation Expenses	-	326	326	326
Training/Conferences	3,000	1,057	3,000	0
Subscriptions	300	330	300	0
	<b>322,000</b>	<b>157,454</b>	<b>306,823</b>	<b>(15,177)</b>
<u>Property Costs</u>				
Energy	4,500	1,286	4,500	0
Cleaning	2,500	1,867	2,500	0
Maintenance	1,000	309	1,000	0
Rent	12,000	9,000	12,000	0
Rates	8,000	4,731	4,731	(3,269)
	<b>28,000</b>	<b>17,193</b>	<b>24,731</b>	<b>(3,269)</b>
<u>Supplies and Services</u>				
Office Consumables	4,500	3,870	4,500	0
Communications	6,500	1,462	6,500	0
Insurance	7,500	5,268	5,600	(1,900)
Information Technology	2,000	246	2,000	0
Hospitality	1,000	398	1,000	0
Board Expenses - misc.	2,000	20	2,000	0
	<b>23,500</b>	<b>11,263</b>	<b>21,600</b>	<b>(1,900)</b>
<u>Transport Costs</u>				
Travel and Subsistence	3,000	1,293	3,000	0
Public Transport	3,000	818	3,000	0
Parking	-	243	500	500
Expenses - Board Members	1,000	320	1,000	0
	<b>7,000</b>	<b>2,673</b>	<b>7,500</b>	<b>500</b>
<u>Third Party Payments</u>				
Audit Fees External	11,300	(430)	11,300	0
PKC Finance Service	14,200	14,000	14,200	0
PKC Secretariat Service	8,000	8,000	8,000	0
Other Third Party Payments	16,000	843	16,000	0
	<b>49,500</b>	<b>22,413</b>	<b>49,500</b>	<b>0</b>
Gross Expenditure	<b>430,000</b>	<b>210,997</b>	<b>410,154</b>	<b>(19,846)</b>
Net Expenditure	<b>0</b>	<b>(196,118)</b>	<b>(46,962)</b>	<b>(46,962)</b>

Core

**Tactran Income and Expenditure Account**  
**Revenue**  
**2010/2011**  
**Detailed Statement - RTS**

Appendix B

<b>Income</b>	<b>Budget £</b>	<b>Actual Expenditure to 30 November 2010 £</b>	<b>Committed Expenditure 2010/2011</b>	<b>Projected Outturn 2010/2011 £</b>	<b>Variance to Budget £</b>
Scottish Executive Grant Revenue Receive	385,000	50,000	-	<b>385,000</b>	<b>0</b>
Deferred Income	-	-	-	-	<b>0</b>
Council Req's Revenue Rec'd	-	-	-	-	-
Interest Received	-	-	-	-	<b>0</b>
*Other Income	-	5,000	-	<b>35,000</b>	<b>35,000</b>
	<b>385,000</b>	<b>55,000</b>	<b>-</b>	<b>420,000</b>	<b>35,000</b>
<b>Expenditure on Projects</b>					
2009/2010 Accruals	-	<b>(3,675)</b>	3,000	<b>(675)</b>	<b>(675)</b>
OS Mapping	5,000	4,489	-	<b>4,489</b>	<b>(511)</b>
Accessibility Planning	15,000	-	-	<b>15,000</b>	<b>0</b>
RTS Monitoring Framework	5,000	-	5,000	<b>5,000</b>	<b>0</b>
Regional Transport Model	9,000	8,435	-	<b>8,435</b>	<b>(565)</b>
Tay Estuary Rail Service	20,000	-	3,000	<b>20,000</b>	<b>0</b>
Park and Ride Strategy	70,000	-	70,000	<b>70,000</b>	<b>0</b>
Demand Responsive Transport	-	-	-	-	<b>0</b>
Travel Information Strategy	20,000	13,081	6,919	<b>20,000</b>	<b>0</b>
Travel Planning	75,000	27,963	47,037	<b>75,000</b>	<b>0</b>
*Freight Quality Partnership	10,000	3,739	36,261	<b>40,000</b>	<b>30,000</b>
Communications	10,000	-	10,000	<b>10,000</b>	<b>0</b>
Stakeholder Fora	3,000	263	2,737	<b>3,000</b>	<b>0</b>
*Health & Transport Action Plan	-	-	-	<b>5,000</b>	<b>5,000</b>
Behavioural Change Measures	-	-	-	-	<b>0</b>
Maintenance of Strategic Air Services	50,000	-	-	<b>50,000</b>	<b>0</b>
Walking & Cycling Measures	43,000	-	43,000	<b>43,000</b>	<b>0</b>
Bus Based Measures	50,000	-	50,000	<b>50,000</b>	<b>0</b>
Contingency	-	270	-	<b>270</b>	<b>270</b>
<b>Gross Expenditure</b>	<b>385,000</b>	<b>54,566</b>	<b>276,954</b>	<b>418,519</b>	<b>33,519</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(434)</b>	<b>276,954</b>	<b>(1,481)</b>	<b>(1,481)</b>