

## TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

13 DECEMBER 2011

## 2011/12 REVENUE PROGRAMME AND MONITORING

## JOINT REPORT BY TREASURER AND DIRECTOR

This report provides an update on the Partnership's Revenue expenditure for Financial Year 2011/12.
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**1 RECOMMENDATIONS**

- 1.1 That the Partnership :-
- (i) notes the position regarding Core Revenue expenditure as at 30 November 2011;
  - (ii) notes progress on the 2011/12 RTS Revenue Programme and related expenditure as detailed in sections 3.3 to 3.37; and
  - (iii) approves allocation of the £47,750 Strategic Connectivity Revenue Programme provision towards progressing detailed design and costing of Gleneagles Station enhancements.

**2 BACKGROUND**

- 2.1 At its meeting on 14 December 2010 the Partnership approved a Core Revenue Budget for financial year 2011/12 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2011/12 Revenue Budgets (Report RTP/10/44 refers).
- 2.2 At its meeting on 29 March 2011 the Partnership received a report confirming partner Council Revenue funding contributions for 2011/12 and was advised that Scottish Government had confirmed Grant in Aid funding for 2011/12. The Partnership also approved a proposed 2011/12 RTS Revenue Programme (Report RTP/11/07 refers).
- 2.3 The Partnership has received progress reports on Revenue expenditure for 2011/12 at its meetings on 21 June and 20 September 2011 (Reports RTP/11/19 and RTP/11/30 refer).

### **3 DISCUSSION**

#### Core Revenue Monitoring

- 3.1 Core expenditure to 30 November 2011 and projected expenditure to the financial year end is shown in Appendix A.
- 3.2 The majority of costs are projected to be on budget. There is a projected underspend of £8,911 as a result of a temporary reduction in staffing costs due to reduced working hours for the Travel Plan Officer, plus a reduction in insurance costs. As reported on 20 September 2011 it is proposed that this projected underspend is retained as an unallocated contingency to accommodate any unforeseen costs arising during the remainder of the year.

#### RTS Revenue Programme

- 3.3 A budget of £252,750 is available to fund RTS implementation work this financial year.
- 3.4 RTS programme expenditure to 30 November 2011 and projected expenditure to the financial year end is shown in Appendix B. Progress on individual elements of the RTS Revenue programme is outlined below.

#### Development of RTS and Delivery Plan (£20,000)

- 3.5 Includes provision for anticipated OS Mapping, Accessibility Planning, external communications and stakeholder liaison costs associated with statutory monitoring, developing and reporting on progress with the RTS.
- 3.6 This also includes an allowance for joint membership of Scotland Europa to assist in identifying and exploring opportunities to secure EU funding to support delivery of the RTS.
- 3.7 To date £4,431 has been incurred for purchase of OS Mapping Licence, with a further £3,600 committed for Scotland Europa membership. Further costs will be incurred in the production of the Annual Report, including the RTS Monitoring Report and taking forward the outcomes of Carbon Workshop held on 20 September 2011.

#### Tay Estuary Rail Service (TERS) (£20,000)

- 3.8 Provides for continued development of the detailed service proposals and business case for the initial phases of the TERS proposals and also related infrastructure and station developments in the Tay Estuary Rail area, all in consultation with Transport Scotland, Network Rail and First ScotRail.
- 3.9 As noted at the Partnership meeting on 20 September 2011 (Report RTP/11/29 refers), there are to be a number of service enhancements within the Tactran area in the December 2011 timetable, such as increase in the number of Glasgow – Dundee services and increased calls at a number of stations including Broughty Ferry, Invergowrie and Gleneagles. The Partnership's work on TERS has positively influenced these enhancements.

- 3.10 The most notable of these service enhancements is the provision of 9 additional calls at Broughty Ferry through an agreement achieved in partnership with First ScotRail outwith the national franchise agreement. In support of this, Tactran and First ScotRail are working together to provide a Customer Information System (including electronic next service screens on both platforms) at the station and have produced a timetable information leaflet that was delivered to all 14,000 households in the Broughty Ferry, DD5 postcode area. The total cost of the CIS and leaflet production and distribution is £16,000, with Tactran and First ScotRail providing £8,000 each.
- 3.11 Work is currently underway at Broughty Ferry Station upgrading and refurbishing the station building to house a restaurant. As part of this work the possibility of enhancing the underpass at the station is being explored with Dundee City Council and Network Rail. In addition on completion of the refurbishment work First ScotRail will provide a 10 bike capacity cycle shelter at the station, to replace the existing cycle stand.
- 3.12 A car parking survey has also been undertaken in November in the area surrounding Broughty Ferry station, to ensure the car parking implications of the additional services can be monitored.
- 3.13 Further discussion and work has also been ongoing with Transport Scotland, Event Scotland, Network Rail and Perth & Kinross Council regarding enhancing Gleneagles Station, as outlined within the TERS 2009 report, to coincide with the Ryder Cup and to provide a legacy benefit for the Strathallan and Strathearn catchment area. This is discussed in greater detail under Strategic Connectivity heading in this report and in the Capital Programme Report to this meeting (RTP/11/38).
- 3.14 In addition, work has also been ongoing developing a business case for improving the concourse at Dundee rail station in partnership with the rail industry, with a view to advancing funding options. An allocation of £150,000 has also been provided within the 2011/12 Tactran Capital programme for this project.
- 3.15 To date £8,825 expenditure has been incurred under this budget heading with the remainder of the £20,000 allocation fully committed.

#### Park & Ride Strategy (£40,000)

- 3.16 The £40,000 allocation supports the continued development of the Park & Ride Strategy. A brief update on progress with the various Park & Ride facilities proposed within the strategy is given below:
- Dundee West - Following approval of the findings of the Dundee West Park & Ride Technical and Business Case reports at the Partnership's meeting of 21 June 2011 (Report RTP/11/17 refers), discussions have taken place with Transport Scotland, Dundee City Council, West End Community Council, West End Local Community Planning Partnership and local elected members for the West End ward, resulting in the Head of Transportation at Dundee City Council indicating that Site 6b Wright Avenue, Riverside Drive is the Council officers' preferred site. Funding opportunities continue to be explored with Transport Scotland, Scotland Europa, Dundee City Council and NHS Tayside.

- Dundee (Tay) South - The St Andrew's and East Fife Local Plan examination, which is considering the A90 Tay South Park & Ride proposals, commenced during June 2011 and the outcome is awaited.
  - Perth East – design and costing feasibility work has been undertaken and has resulted in a proposed preferred layout option for Perth East Park & Ride. The estimated cost is £1.6m including risk and optimism bias.
  - Stirling South - the Stirling South Park & Ride study conclusions continue to be 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.
- 3.17 A more detailed update of progress on Dundee West and Perth East Park & Ride facilities is given in a separate report to this meeting (RTP/11/36).
- 3.18 £40,400 expenditure has been incurred.

Demand Responsive Transport (DRT) (£30,000)

- 3.19 At its meeting on 20 September 2011 the Partnership noted that this provision would be allocated towards supporting the development and implementation of the proposed DRT pilot project in Dundee (Report RTP/11/30 refers).
- 3.20 Dundee City Council is continuing to develop proposals for introduction of a DRT pilot scheme, in conjunction with a city social enterprise organisation, with the aim of introducing a City-wide pilot scheme during 2011/12. A report seeking approval of the detailed arrangements for the operation and introduction of the pilot scheme is to be submitted to the Council's City Development Committee in January 2012. It is anticipated that, subject to approval of the pilot scheme in January 2012, the allocation of £30,000 towards supporting the Dundee DRT pilot will be fully utilised.
- 3.21 As discussed in the separate report on 2011/12 Capital Programme Monitoring there is a £125,000 Capital allocation towards infrastructure costs associated with the Dundee DRT pilot scheme.

Travel Information Strategy (£20,000)

- 3.22 The budget allows for continued maintenance, development and promotion of the [tactranconnect.com](http://tactranconnect.com) website and consideration of early actions in support of the Regional Bus Information Strategy (RBIS).
- 3.23 Future developments for [www.tactranconnect.com](http://www.tactranconnect.com) that are being developed include winter resilience information; cycle journey planner; tactranconnect for mobile phones; review and upgrade of the homepage and better facebook/twitter management.
- 3.24 To date £10,710 expenditure has been incurred under this budget heading with the remainder of the £20,000 fully committed.

#### Travel Planning (£55,000)

- 3.25 20% of the total RTS budget has been allocated to implement Active Travel Plans and promote Smarter Measures/Marketing. Of this budget expenditure of £4,058 has been incurred and a further £13,135 committed to date on the Sustainable Travel Grant Scheme. Grants have been awarded to Angus, Dundee and Stirling Councils in addition to NHS Tayside (Murray Royal and Ninewells Hospitals) and University of Dundee.. There are pending applications from Stirling Council and University of Dundee.
- 3.26 To date, £15,285 expenditure has been incurred with a further £9,268 committed to Smarter Measures/Marketing. Initiatives include:
- National Liftshare Week promotion across the Tactran region;
  - Promotional items for sustainable travel promotion to businesses;
  - Electric pool bike for Tactran employees to use on business.

Committed spend to date on Travel Planning amounts to £41,746 and it is anticipated that the allocation of £55,000 will be fully committed.

#### Freight Quality Partnership (£10,000)

- 3.27 This budget is allocated to take forward development of the Freight Action Plan and associated investigation into measures aimed at encouraging more sustainable freight distribution, working with industry and public sector partners through the FQP. The full allocation of £10,000 is intended for the development of a geographical database of HGV-related information for input to websites, freight maps and satellite navigation systems. Early development of the database has been concluded and completion of a regional lorry route map for display within the tactranconnect website is programmed for the end of the financial year.
- 3.28 In addition, Perth & Kinross Council has secured Scottish Government Air Quality Grant of which £30,000 has been allocated to further development of proposals for a trial Freight Consolidation Centre scheme in Perth.
- 3.29 To date £16,775 expenditure has been incurred under this budget heading and a further £18,780 committed.

#### Health & Transport Framework (£10,000)

- 3.30 This allocation supports further development of the Health & Transport Framework. This funding is supplemented by an existing contribution of £5,000 from NHS Forth Valley and the potential for further contributions from Action Plan partners will be explored.
- 3.31 To date, £7,649 expenditure has been incurred for formal consultation on the Framework. The remainder of the Budget allocation is likely to be used in supporting the development of Action Plans through Community Planning Partnerships.

### Strategic Connectivity (£47,750)

- 3.32 At the Partnership meeting of 20 September 2011 it was reported that a meeting had been held with the relevant officers at Transport Scotland in late June 2011 with a view to securing progress on development of strategic connectivity enhancement proposals identified within the RTS and STPR. Specifically this included potential development on identifying issues and consideration of options for improving the A90 through or around Dundee and also rail connectivity enhancements, including strategic improvements linked with significant events such as the Ryder Cup in 2014.
- 3.33 A further meeting has been held with Transport Scotland during November 2011, at which Transport Scotland indicated that their work programme did not include provision for advancing work on the A90 through or around Dundee within the current financial year and it was agreed that this should be reconsidered at a future date.
- 3.34 Transport Scotland has confirmed support for further development of the TERS enhanced Gleneagles Station proposals, recognising the potential synergy with the Ryder Cup at Gleneagles in 2014. The proposed Gleneagles Station enhancements would improve the passenger environment and facilities at the station; include new lifts to the existing footbridge and ramps to the platforms for DDA compliance; increase the size of the existing car park from current 40 spaces to 140 spaces and provide a link road to the A823. The link road would provide an access to the station via the existing A823/A9 Loanhead grade separated junction and enable the existing substandard at-grade A9 access road to the station to be stopped up. The total cost for this work was estimated at £3.8m (including 44% optimism bias).
- 3.35 With the Ryder Cup event date in mind it was agreed that this work should be progressed timeously and it was noted that, as well as Ryder Cup legacy benefits for the Gleneagles area, there was also a significant strategic road network benefit through improved safety on the A9, supporting the objectives of the STPR proposals for A9 upgrade and the potential for an enhanced integrated transport hub at Gleneagles station.
- 3.36 It is therefore proposed to utilise the £47,750 allocation for Strategic Connectivity to further development of the TERS enhanced Gleneagles Station proposals, including detailed design of roadworks and advancement of station/rail enhancements. Proposals for a Capital allocation to this project are discussed in the separate 2011/12 Capital Programme Monitoring report to this meeting.
- 3.37 As indicated above, the majority of projects and related Revenue expenditure is anticipated to be fully committed. Any requirement or proposals to manage or re-profile expenditure between now and the end of the Financial Year will be reported to the Executive Committee, in accordance with Financial Regulations.

## **4 CONSULTATIONS**

- 4.1 The 2011/12 Revenue Programme and proposals discussed in this report have been developed in consultation with the Transportation Officers Liaison Group and Chief Officers Liaison Group. Proposals for the allocation of Strategic Connectivity funding towards developing detailed design of enhancements at Gleneagles Station have been the subject of discussion with Perth & Kinross Council, Transport Scotland and Ryder Cup Scotland.

## **5 RESOURCE IMPLICATIONS**

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

**Scott Walker**  
Treasurer

**Eric Guthrie**  
Director

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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.

Report to Partnership RTP/10/44, 2011/12 Core Revenue Budget, 15 December 2010

Report to Partnership RTP/11/07, 2011/12 Revenue Budget and Programme, 29 March 2011

Reports to Partnership RTP/11/17 Park & Ride Strategy and RTP/11/19, 2011/12 Revenue Programme and Monitoring, 21 June 2011

Reports to Partnership RTP/11/29, Tay Estuary Rail Study and RTP/11/30, Revenue Programme and Monitoring, 20 September 2011



**Tactran Income and Expenditure Account**  
**Revenue**  
**2011/2012**  
**Detailed Statement - Core**

Appendix A

<b>Income</b>	<b>Budget</b> £	<b>Actual Expenditure to 30 Nov 2011</b> £	<b>Projected Outturn 2011/2012</b> £	<b>Variance to Budget</b> £
Scottish Executive Grant Revenue Received	270,000	270,000	<b>270,000</b>	-
Deferred Income	47,000	46,824	<b>47,000</b>	<b>0</b>
Council Req's Revenue Rec'd	100,000	62,825	<b>100,000</b>	<b>0</b>
Interest Received	-	0	-	-
Other Income	-	525	<b>525</b>	<b>525</b>
	<b>417,000</b>	<b>380,174</b>	<b>417,525</b>	<b>525</b>
<b>Expenditure</b>				
<u>Staff Costs</u>				
Salary GP	251,400	143,869	<b>245,694</b>	<b>(5,706)</b>
Salary Supn	46,500	26,616	<b>45,451</b>	<b>(1,049)</b>
Salary NI	22,100	12,935	<b>22,080</b>	<b>(20)</b>
Advertising	-	0	-	<b>0</b>
Interview Expenses	-	0	-	<b>0</b>
Relocation Expenses	-	0	-	<b>0</b>
Training/Conferences	1,500	1,151	<b>1,500</b>	<b>0</b>
Subscriptions	300	330	<b>330</b>	<b>30</b>
	<b>321,800</b>	<b>184,901</b>	<b>315,055</b>	<b>(6,745)</b>
<u>Property Costs</u>				
Energy	4,000	1,771	<b>4,000</b>	<b>0</b>
Cleaning	2,500	1,413	<b>2,500</b>	<b>0</b>
Maintenance	1,000	1,049	<b>1,049</b>	<b>49</b>
Rent	12,000	9,000	<b>12,000</b>	<b>0</b>
Rates	5,000	4,952	<b>4,952</b>	<b>(48)</b>
	<b>24,500</b>	<b>18,185</b>	<b>24,501</b>	<b>1</b>
<u>Supplies and Services</u>				
Office Consumables	4,000	2,179	<b>4,000</b>	<b>0</b>
Communications	4,000	1,570	<b>4,000</b>	<b>0</b>
Insurance	7,200	5,053	<b>5,353</b>	<b>(1,847)</b>
Information Technology	2,000	117	<b>2,000</b>	<b>0</b>
Hospitality	1,000	179	<b>1,000</b>	<b>0</b>
Board Expenses - misc.	2,000	1,455	<b>2,000</b>	<b>0</b>
	<b>20,200</b>	<b>10,553</b>	<b>18,353</b>	<b>(1,847)</b>
<u>Transport Costs</u>				
Travel and Subsistence	2,000	1,145	<b>1,976</b>	<b>(24)</b>
Public Transport	2,000	1,335	<b>2,166</b>	<b>166</b>
Expenses - Board Members	1,000	562	<b>1,062</b>	<b>62</b>
	<b>5,000</b>	<b>3,043</b>	<b>5,204</b>	<b>205</b>
<u>Third Party Payments</u>				
Audit Fees External	11,300	0	<b>11,300</b>	<b>0</b>
PKC Finance Service	14,200	14,000	<b>14,200</b>	<b>0</b>
PKC Secretariat Service	8,000	8,000	<b>8,000</b>	<b>0</b>
Other Third Party Payments	12,000	3,540	<b>12,000</b>	<b>0</b>
	<b>45,500</b>	<b>25,540</b>	<b>45,500</b>	<b>0</b>
Gross Expenditure	<b>417,000</b>	<b>242,222</b>	<b>408,613</b>	<b>(8,386)</b>
Net Expenditure	<b>0</b>	<b>(137,952)</b>	<b>(8,912)</b>	<b>(8,911)</b>

Core

**Tactran Income and Expenditure Account**  
**Revenue**  
**2011/2012**  
**Detailed Statement - RTS**

Appendix B

<b>Income</b>	<b>Budget £</b>	<b>Actual Expenditure to 31 Nov 2011 £</b>	<b>Committed Expenditure 2011/2012</b>	<b>Projected Outturn 2011/2012 £</b>	<b>Variance to Budget £</b>
Scottish Executive Grant Revenue Received	252,750	6,500	-	252,750	0
Deferred Income	-	-	-	-	0
Council Req's Revenue Rec'd	-	-	-	-	-
Interest Received	-	-	-	-	0
Other Income - FQP - Air Quality Grant - PKC	-	-	-	30,000	30,000
Other Income - HTF - NHS Forth Valley	-	5,000	-	5,000	5,000
	<b>252,750</b>	<b>11,500</b>	<b>-</b>	<b>287,750</b>	<b>35,000</b>
<b>Expenditure on Projects</b>					
Development of RTS & Delivery Plan	20,000	4,431	3,600	20,000	0
Tay Estuary Rail Service	20,000	8,825	11,175	20,000	0
Park and Ride Strategy	40,000	40,400	-	40,400	400
Demand Responsive Transport	30,000	-	-	30,000	0
Travel Information Strategy	20,000	10,710	9,290	20,000	0
Travel Planning	55,000	19,343	22,403	55,000	0
Freight Quality Partnership	10,000	16,775	18,780	40,000	30,000
Health & Transport Framework	10,000	7,649	-	15,000	5,000
Strategic Connectivity	47,750	-	-	47,750	0
<b>Gross Expenditure</b>	<b>252,750</b>	<b>108,134</b>	<b>65,248</b>	<b>288,150</b>	<b>35,400</b>
<b>Net Expenditure</b>	<b>0</b>	<b>96,634</b>	<b>65,248</b>	<b>400</b>	<b>400</b>