

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of Meeting of the Tayside and Central Scotland Transport Partnership held in the Council Chambers, Old Viewforth, Stirling on Tuesday 24 June 2008 at 10.30am.

Present: Councillors Iain Gaul and John Whyte (Angus Council); Councillors Fraser Macpherson and Brian Gordon (Dundee City Council); Councillors Alan Jack, John Kellas and Ann Gaunt (Perth and Kinross Council); Councillors Andrew Simpson and Jim Thomson (Stirling Council); Professor Malcolm Horner, Bill Wright, Robert Andrew and Gavin Roser (Members).

In Attendance: E Guthrie (Director); G Taylor (Secretary); M Scott, M Cairns and N Gardiner (TACTRAN), G Chree (Angus Council); E Gourlay (Dundee City Council); J Valentine, J Cockburn, A Deans and Y Oliver (Perth and Kinross Council); L Goodfellow (Stirling Council).

Apologies for absence were received from Bailie Roderick Wallace (Dundee City Council) and C Wyllie, M Richardson and A Borrows (External Auditors Henderson Loggie).

Councillor Macpherson, Chairperson, Presiding.

1. DECLARATIONS OF INTEREST

There were no declarations of interest made in terms of the Code of Conduct.

2. MINUTE OF MEETING OF 29 APRIL 2008

The Minute of Meeting of the Partnership of 29 April 2008 was submitted and approved as a correct record.

3. APPOINTMENT OF NON-COUNCILLOR MEMBERS

There was submitted a report by the Director (RTP/08/13) (i) updating the Partnership on the re-appointment of non-Councillor members of the Partnership and (ii) seeking agreement to the appointment of Professor Tony Wells as health sector representative on the Partnership, initially on an interim basis.

Resolved

- (i) The Scottish Government's confirmation of the appointment of Robert Andrew, Professor Malcolm Horner and Bill Wright as Partnership members for a further period of two years, until 30 April 2010, be welcomed.
- (ii) The appointment of Professor Tony Wells, as health sector representative on the Partnership, initially on an interim basis, be approved and the Scottish Government be notified accordingly.

4. 2007/08 ANNUAL ACCOUNTS

There was submitted a Joint Report by the Treasurer and Director (RTP/08/19) advising the Partnership of progress with the completion of the Annual Accounts for 2007/08. A copy of the Unaudited Accounts was issued to all members for information.

Resolved:

- (i) The arrangements for submitting the Unaudited 2007/08 Annual Accounts to the Controller of Audit by 30 June 2008, be noted.
- (ii) A report on the Audited 2007/08 Accounts be received at the Partnership's meeting on 24 September 2008.

5. REGIONAL TRANSPORT STRATEGY AND SUB-STRATEGIES

There was submitted a report by the Director (RTP/08/23) (i) updating the Partnership on the position on receipt of Ministerial approval of the re-submitted Regional Transport Strategy and (ii) seeking approval of Draft sub-Strategies for consultation with partner Councils and stakeholders.

The Director advised members that the revised Regional Transport Strategy (RTS) had been submitted to Scottish Ministers on 2 May 2008, following approval by the Partnership on 29 April. Subsequent contact with Scottish Government officials had confirmed that there were no issues or concerns regarding compliance of the revised RTS with Ministers' earlier request that all RTPs review and re-submit their strategies. At the RTP Chairs meeting on 20 June it had been indicated that the SPT RTS had received Ministerial approval on 17 June and that two further strategies had been submitted to Ministers for consideration that week, one of which was understood to be the TACTRAN RTS. The Director would advise members directly of any further developments on Ministerial approval of the RTS.

The Director also advised members that work was continuing with Stirling Council Print & Graphics Unit with a view to publication of the final document following receipt of Ministerial approval. The intention was to publish the finalised document in printed form and in electronic format, including making it available to download from the Partnership's website. In anticipation of imminent receipt of Ministerial approval, the Director recommended that authority be delegated to the Executive Committee to enable early consideration and approval of the finalised document, should Ministerial approval and publication processes permit this.

Work on development of the four sub-Strategies for Buses and Community Transport/Demand Responsive Transport; Travel Information; Park & Ride; and Walking & Cycling, had been delayed owing to a number of circumstances, including the outcomes of the Government Spending Review 2007 and the need to adapt the RTS and its sub-Strategies in conjunction with emerging Councils' Single Outcome Agreements (SOAs). This had involved additional work by the appointed consultants, in consultation with TACTRAN and Council staff. Work on the Buses and Community Transport/Demand

Responsive Transport and Travel Information sub-Strategies had also been affected by delays in the publication of outcomes from work on the National Transport Strategy Buses Action Plan, elements of which would be reflected in TACTRAN's own sub-Strategies. It was noted that the emerging Action Plans for each sub-Strategy would be incorporated within the overall RTS Delivery Plan, which was under review as outlined in a separate report.

In discussion Professor Horner drew members' attention to the increasingly serious environmental damage caused by road transport and the need to encourage greater modal shift in favour of more sustainable modes, including engaging with major employers on increased use of travel planning and extending the availability and reliability of Real Time Information. The Director confirmed that an under-pinning objective of the RTS and all four sub-Strategies, and the related Travel Plan Action Plan, was the promotion, encouragement and delivery of more sustainable travel options and choices.

In relation to the Buses sub-Strategy Councillor Whyte suggested that more emphasis should be placed on the role of smaller buses and Demand Responsive Transport in offering more flexible public transport solutions, particularly in rural areas. It was agreed that Appendices A and B of the Buses and CT/DRT Action Plans should be amended to provide greater clarity on the role and connections between these.

On the Regional Travel Information strategy it was noted that there were some errors in the referencing of strategy Principles within the Action Plan. These would be amended and a corrected version issued. Robert Andrew expressed a concern that the Travel Information Strategy should not duplicate existing information sources and initiatives, such as Traveline Scotland. The Director advised that the key aims of the RTIS included building on information sources that are already in existence, and avoiding duplication. He also confirmed that Traveline Scotland and transport providers were amongst the key stakeholders the consultants had engaged with in drawing up the RTIS and that their views and comments had been taken into account.

In relation to the Park & Ride strategy Councillor Whyte requested that opportunities to develop rail based facilities, including building on and addressing constraints at currently well used locations, such as Bridge of Allan, should be included. Niall Gardiner confirmed that the Draft sub-Strategy sought to support development of existing rail-based Park & Ride at a number of locations, including Bridge of Allan and Dunblane, and potential new opportunities including Dundee West and Bannockburn, as part of the Tay Estuary Rail Service (TERS) proposal.

On the Walking & Cycling sub-Strategy Bill Wright sought reassurance that Action C1: to improve walking and cycling facilities at public transport interchanges included Action C3: to provide secure cycle parking at key destinations. Mike Cairns confirmed this was the case. Bill Wright also indicated that he had a number of detailed comments on the circulated document which he would pass to officers. Councillor Kellas and Councillor

Gordon drew attention to the need for positive actions to be supported by active promotion of the benefits of walking and cycling.

After discussion it was agreed that the four Draft sub-Strategies would be issued to partner Councils for consideration and comment, with a view to reporting back on the outcome of this at the Partnership's next meeting on 24 September 2008. Councillor Gaul indicated that Angus Council's Committee processes and timetable might make this difficult to achieve. The Director advised that a report updating Partnership members on progress with Council consultations would be submitted to the next meeting on 24 September.

Resolved:

- (i) The position on Ministerial approval of the re-submitted Regional Transport Strategy, as outlined in Report RTP/08/23, be noted.
- (ii) Authority be delegated to the Executive Committee to consider and approve for early publication the finalised Regional Transport Strategy, should Ministerial approval and printing and publication processes enable this.
- (iii) The Draft sub-Strategies on Buses and Community Transport/Demand Responsive Transport; Travel Information; Park & Ride and Walking & Cycling, as detailed in the Appendices to Report RTP/08/23 and amended to take account of Partnership members' comments, be approved.
- (iv) The Draft sub-Strategies be the subject of consultation with partner Councils and other key stakeholders, as appropriate.
- (v) A report on the outcome of consultation on the sub-Strategies be received at the Partnership meeting on 24 September 2008.
- (vi) Authority be delegated to the Director, in consultation with the Treasurer, to make final payments to consultants upon completion of work undertaken on the sub-Strategies.

6. TRAVEL PLAN STRATEGY AND ACTION PLAN 2008/09

A report was submitted by the Director (RTP/08/14) (i) updating the Partnership on progress on implementation of the Travel Plan Strategy and (ii) seeking approval of a Travel Plan Action Plan for 2008/09.

The Director advised that a number of Regional Transport Partnerships had indicated their concern to the Scottish Government at the fact that grant funding for Travel Plan development will be reduced substantially in 2009/10 and that it was the intention to make representations to Scottish Government, with a view to maintaining current funding levels for future years.

Merry Scott, TACTRAN Travel Plan Officer, gave the members an update on Travel Plan activity, including explanation of the proposals contained in the proposed Action Plan for 2008/09 and how these would support delivery of the Scottish Government's grant conditions.

Professor Horner suggested that Performance Indicators be established against which progress could be measured. Merry Scott advised that current measurement is conducted through the administration pages on www.tactranliftshare.com which has seen a 25% increase in membership since the start of 2008. The Director advised that additional performance monitoring Targets and Indicators were to be developed in conjunction with the RTS Delivery Plan. The development of these would also have regard to the emerging performance monitoring frameworks for Council Single Outcome Agreements, in the interests of ensuring compatibility of monitoring effort and reporting.

Resolved:

- (i) Progress achieved on Travel Plan activity to date, as outlined in Appendix A of Report RTP/08/14, be noted.
- (ii) Expenditure incurred in support of promoting Travel Plans, liftsharing and active travel in association with national campaigns, as outlined in Report RTP/08/14, be endorsed.
- (iii) The Travel Plan Action Plan for 2008/09 and associated expenditure, as detailed in Section 3.10 of Report RTP/08/14, be agreed.
- (iv) A revised Sustainable Travel Grant Scheme, as detailed in Appendix B of Report RTP/08/14, be agreed.

7. REGIONAL TRANSPORT STRATEGY DELIVERY PLAN

There was submitted a report by the Director (RTP/08/20) requesting the Partnership (i) to note progress on the review and refinement of the Regional Transport Strategy Delivery Plan and (ii) to agree proposals for progressing further development of the Delivery Plan in consultation with partner Councils and other key stakeholders.

The Director provided an update on progress with the five-stage process for producing a refined Delivery Plan, as agreed at the previous Partnership meeting, held on 29 April 2008. The intended outcome of this process is an agreed, detailed Capital and Revenue programme for the period 2008/09 – 2010/11, with an indicative programme for the medium term (years 4 – 9) and long term (years 10 – 15) periods of the RTS, in compliance with RTS Guidance. Following sifting of previously proposed Interventions, as outlined in the report, work on developing more detailed costings and prioritisation of Interventions was being progressed in consultation with Councils. Prioritisation of Interventions will have regard to deliverability and fundability, based on assumed availability of Capital funding of around £10.5 million in the first 3 years (based on former RTP Capital Grant of approximately £3.5 million/annum which is now allocated to Councils) and Revenue funding of £1.2 million (based on current Scottish Government grant of around £405,000/annum for RTS development). This work would also be informed by the emerging outcomes of the Strategic Transport Projects Review, information on which was still awaited, and the National Transport Strategy Delivery Plan, work on which had just been commenced by Scottish Government.

The intention was for the outcome of the above review process and a Finalised Draft Delivery Plan to be reported back for consideration and approval by the Partnership at its meeting on 24 September 2008, prior to formal consultation on this with constituent Councils in the autumn.

Resolved:

- (i) Progress on the review and refinement of the Regional Transport Strategy Delivery Plan, be noted.
- (ii) The proposals to further progress development of the Delivery Plan, in consultation with partner Councils and other key stakeholders, as outlined in Report RTP/08/20, be approved.

8. REVENUE MONITORING AND PROGRAMME 2008/09

There was submitted a Joint Report by the Treasurer and Director (RTP/08/21) providing a monitoring update on the 2008/09 Core Revenue Budget, as projected at June 2008, and seeking approval of a revised RTS Implementation Programme for 2008/09.

Resolved:

- (i) The projected Core Revenue Budget outturn position for financial year 2008/09, as detailed in Appendix A of Report RTP/08/21, be noted.
- (ii) The transfer of an unallocated underspend of £18,773 from 2007/08 to the 2008/09 Core Revenue Budget, be approved.
- (iii) The allocation of estimated accrued interest of £30,000 on Capital towards funding the 2008/09 RTS Implementation Programme Budget, be approved.
- (iv) A match-funding contribution of £25,000 towards design feasibility work on the Doune to Callander section of the National Cycle Network, be agreed.
- (v) A contribution of £5,000 towards design feasibility work on options for enhancing Dundee Railway Station, be endorsed.
- (vi) Expenditure of £4,543 on communications and promotional material, be endorsed.
- (vii) The amended RTS Implementation Programme for 2008/09, as detailed in Report RTP/08/21, be approved.

9. CAPITAL PROGRAMME 2008/09

There was submitted a Joint Report by the Treasurer and Director (i) informing the Partnership of proposals for utilisation of former RTP Capital Grant during 2008/09 by constituent Councils and (ii) seeking approval of a 2008/09 TACTRAN Capital Programme.

The report and Appendix A set out a proposed 2008/09 programme amounting to £2.001 million, which had been agreed in consultation with Dundee City Council and Perth & Kinross Council, utilising former Regional Transport Partnership Capital grant which had been allocated by the Councils. The report also advised members of proposals for utilisation of the former

RTP Capital Grant which had been approved by Angus Council and Stirling Council.

Professor Horner stated that the Partnership needed to determine and agree what its delivery priorities were. The Director referred to the significant changes that had taken place as a result of the 2007 Government Spending Review and Government/Local Government Concordat, which had resulted in the withdrawal of ring-fencing, and in turn had raised debate as to how the Partnership went forward with regard to securing delivery funding. The RTS Delivery Plan was crucial to this process and, as discussed in the separate report on this, the process included identification of delivery priorities and associated funding. Concerns remained regarding the ability of RTPs and constituent Councils being able to fund the aspirations contained in strategies. RTPs were seeking a discussion with Scottish Government and CoSLA, on how regional priorities for transport investment might be funded in light of the Strategic Transport Projects Review and the next Government Spending Review.

Resolved:

- (i) The TACTRAN 2008/09 Capital Programme, as described in Report RTP/08/22, be agreed.
- (ii) The Angus Council and Stirling Council 2008/09 Capital Programmes, funded from the former RTP Capital Grant, be noted.

10. FREIGHT QUALITY PARTNERSHIP

There was submitted a report by the Director (RTP/08/15) requesting the Partnership to approve the creation of a Regional Freight Quality Partnership (FQP).

The Director advised that the first meeting of the TACTRAN Regional Freight Forum had been held on 19 March 2008 in Perth. Representatives from the freight transport industry, local authorities and major freight customers were invited and the purpose of the Forum was to consider the main freight issues throughout the TACTRAN area and to discuss the scope for establishing a FQP for the region.

Gavin Roser, who had Chaired the Forum meeting, advised the Members that the key issues which needed to be addressed were as outlined in section 3.2 of the report. Of particular concern was the rising cost of fuel, which had impacted seriously on the freight sector and many businesses, and he felt that a priority for the FQP should also be to consider how it could assist in addressing the impacts of fuel prices. Councillor Gordon requested that the activities of the ports should be promoted and referred to the forthcoming Government Ports Review, which should also be considered by the FQP and the Partnership.

Resolved:

- (i) The creation of a regional Freight Quality Partnership, be agreed.

- (ii) The Terms of Reference for the Freight Quality Partnership, as shown in Appendix B of Report RTP/08/15, be approved.

COUNCILLOR A SIMPSON LEFT THE MEETING AT THIS POINT

11. STRATEGIC DEVELOPMENT PLANNING AUTHORITY

There was submitted a report by the Director (RTP/08/16) (i) updating the Partnership on developments in the establishment of a Strategic Development Planning Authority (SDPA) covering the Angus, Dundee City, Perth & Kinross and Fife Council areas; (ii) seeking the Partnership's endorsement of a response to consultation on the SDPA boundary; and (iii) seeking approval of proposed liaison arrangements between TACTRAN and the new SDPA.

Resolved:

- (i) The response submitted by the Director to consultation by the Interim SDPA on Development Plan boundaries, as set out in Appendix B of Report RTP/08/16, be endorsed.
- (ii) The SDPA be requested to co-opt the Director as an Adviser to the new Authority.
- (iii) An invitation be extended to the Strategic Development Plan Manager to be an Adviser to the Partnership when appointed.
- (iv) The Director be authorised to progress discussions with Council officials on the potential for joint working arrangements with the SDPA.
- (v) To note progress on the establishment of the SDPA and agreed to receive further progress updates, as appropriate.

12. CONSULTATION ON INTEGRATED TICKETING STRATEGY FOR SCOTLAND

There was submitted a report by the Director (RTP/08/17) requesting the Partnership's approval of a proposed response to Transport Scotland's consultation on their publication "Integrated Ticketing: A Strategy for Scotland".

Resolved:

The proposed response to Transport Scotland's consultation on "Integrated Ticketing: A Strategy for Scotland", as detailed in the Appendix to Report RTP/08/17, be approved for submission to Transport Scotland.

COUNCILLORS F MACPHERSON AND A GAUNT LEFT THE MEETING AT THIS POINT.

COUNCILLOR A JACK TOOK THE CHAIR.

13. DIRECTOR'S REPORT

There was submitted a report by the Director (RTP/08/18) (i) updating the Partnership on matters of interest and relevance to the work of TACTRAN and (ii) seeking agreement for the Director to progress arrangements for the

Partnership's formal involvement in relevant Community Planning Partnerships.

The Director provided an oral update on issues addressed at the recent RTP Chairs Forum meeting on 20 June 2008. This had been attended by Councillor Alison Hay, Chair of CoSLA's Regeneration and Sustainable Development Executive Group. There had been agreement that the RTP Chairs and CoSLA would jointly seek discussion with Ministers on the need for funding regional transport priorities. A proposal to develop formal liaison relationships between the RTP Chairs Forum and CoSLA had also been discussed and would go forward for consideration by CoSLA's Executive Group in September. The meeting had also discussed progress on the Strategic Transport Projects Review, with agreement that a letter be sent to Transport Scotland Chief Executive Malcolm Reed regarding concerns about lack of engagement with RTPs during the critical later phases of the STPR process; fuel price increases; and an Audit Scotland Study into the Scottish rail franchise. The meeting had also included the 6-monthly liaison meeting between RTP Chairs and representatives of the Confederation of Passenger Transport (CPT). This had discussed progress with the National Buses Action Plan and the forthcoming CPT Annual Conference on 29 and 30 September, which RTP Chairs had been invited to attend.

The Director also advised of a consultation which had been received on a Draft Air Quality Action Plan for Perth, proposed options within which related directly to the Regional Transport Strategy. The deadline for response was 25 July and it was recommended that officials be authorised to prepare and submit a response, in consultation with the Chair.

Resolved:

- (i) The Director be authorised to progress discussions with Community Planning Partnerships, with a view to the Partnership becoming a formal partner within each CPP covering the TACTRAN area.
- (ii) The attendance of the Chair and Director at the Confederation of Passenger Transport Conference on 29 and 30 September 2008 be approved.
- (iii) Authority be delegated to officials to prepare and submit a response to consultation on a Draft Air Quality Action Plan for Perth, in consultation with the Chair.
- (iv) The updates and other information as contained in Report RTP/08/18, be noted.

14. DATE OF NEXT MEETING

It was agreed that the next meeting of the Tayside and Central Scotland Transport Partnership would be held on Wednesday 24 September 2008 in Forfar.