

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of the Meeting of the Tayside and Central Scotland Transport Partnership held in the Wallace Room, Viewforth, Stirling, on Tuesday 22 September 2009 at 10.30am.

Present: Councillor John Whyte and Iain Gaul (Angus Council); Councillors Will Dawson and Brian Gordon (Dundee City Council); Councillors Andrew Simpson and Jim Thomson (Stirling Council); Professor M Horner, Bill Wright and Gavin Roser (Members).

In Attendance: E Guthrie (Director); N Gardiner and M Cairns (Tactran); G Taylor (Secretary); J Symon (Treasurer); G Chree (Angus Council); M Galloway and E Gourlay (Dundee City Council); K Smithson and B Roberts (Stirling Council); P Frazer, A Deans and J Valentine (Perth and Kinross Council); C Wylie (Henderson Loggie).

Apologies for absence were received from Councillor Dave Bowes (Dundee City Council); Councillors Ann Gaunt, John Kellas and Alan Jack (Perth and Kinross Council); and Douglas Fleming (Member).

Councillor Dawson, Chair, Presiding

1. **DECLARATIONS OF INTEREST**

Councillor Dawson declared a non-financial interest in Item 11 in terms of the code of conduct.

2. **MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Tayside and Central Scotland Transport Partnership of 23 June 2009 was submitted and approved as a correct record.

3. **MATTERS ARISING**

(i) Demand Responsive Transport (Paragraph 11 refers)

Councillor Gordon requested more information on the proposed Demand Responsive Transport (DRT) pilot scheme. Members noted that the timeframe for the pilots would be as follows:- (1) the urban pilot would be introduced during financial year 2009/2010 and evaluated over a six month operating period; and (2) the rural pilot would follow subject to identification of resources to implement a pilot scheme in ongoing consultations with partner Councils. It was unlikely that there would be any overlap between urban and rural areas during the pilot phase; however, overlap might occur during any future operations. It was clarified that the urban DRT pilot was initially aimed at people with mobility problems to take them from their door to a connecting bus stop, the city centre or Ninewells hospital.

3. APPOINTMENT OF NON-COUNCILLOR MEMBERS

There was submitted a report by the Secretary (RTP/09/33) seeking the Partnership's agreement to the re-appointment of Gavin Roser as a non-Councillor member of the Partnership until 30 September 2011 and noting the Ministerial endorsement of the appointment of Professor Tony Wells as Health sector representative on the Partnership until 30 June 2010.

Resolved:

- (i) The appointment of Gavin Roser as a non-Councillor member for a further period of 2 years until 30 September 2011 be approved.
- (ii) The Ministerial endorsement of the appointment of Professor Tony Wells as Health sector representative on the Partnership until 30 June 2010 be noted.

4. ANNUAL ACCOUNTS 2008/09

There was submitted a joint report by the Treasurer and Director (RTP/09/34) presenting the 2008/09 Audited Accounts, as submitted to the Controller of Audit.

C Wyllie, Henderson Loggie, introduced the report and commented on the Audit of Accounts for the year ended 31 March 2009. Professor Horner commented that the section on Risk Management, Page 12, Appendix B, appeared to concentrate on financial risk alone with no reference to reputational risk. He sought a reassurance that other types of risk were being considered as part of the reporting process. The Director confirmed that all Governance documentation, included that related to risk, was to be reviewed in light of Single Outcome Agreements (SOAs) and related governance. There was no timescale at present to undertake this review however progress, including Risk Management and the Risk Register, would be reported back to a future meeting.

Members noted that the Director and Secretary would be arranging induction training for new and recently appointed members of the Partnership Board.

Resolved:

The 2008/09 Audited Accounts and Report to Members and the Controller of Audit as detailed in Appendices A and B to Report RTP/09/34 be noted.

5. SERVICE LEVEL AGREEMENT FOR SUPPORT SERVICES

There was submitted a joint report by the Director and Treasurer (RTP/09/35) seeking the Partnership's approval of revised levels of expenditure in respect of support services provided by Perth and Kinross Council and the granting of delegated authority to the Director to conclude Service Level Agreements (SLA) with Perth and Kinross Council covering these services.

Members noted that the report outlined the results of the review of Tactran's support arrangements, including secretarial, financial and legal activities, and the financial implications formalised in the SLA with Perth and Kinross Council. The figures quoted in table 2.4 provided a detailed breakdown of how these changes would impact on the budget. In total there would be an increase of £12,000 for the provision of support services, which it was proposed would be met from a projected underspend in Core Budget staffing costs in the current financial year.

Resolved:

- (i) A revised financial contribution amounting to £43,500 in 2009/10 for provision of Secretariat, Financial, Legal, Information Technology and Human Resources support services by Perth and Kinross Council be approved.
- (ii) An increased funding contribution of £12,000 in the current year to be met through virement of a projected underspend in the 2009/10 Core Revenue Budget be approved.
- (iii) It be delegated to the Director to conclude Service Level Agreements with Perth and Kinross Council covering the future delivery of support services and to review and update these as required by operational circumstances.

6. REVENUE BUDGET MONITORING 2009/10

There was submitted a report by the Director and Treasurer (RTP/09/36) providing a monitoring update on the 2009/10 Core Revenue Budget and on the RTS Implementation Programme for 2009/10, as projected at August 2009.

The Treasurer highlighted the key issues and recommendations outlined in the report. Members noted that there was a projected underspend of £48,295 in the Core Budget, of which £46,008 related to unfilled vacancies. In addition, the figures in Appendix A did not currently take account of the increased funding requirement of £12,000 identified through review of the formalised SLA for Support Services.

N Gardiner provided a verbal update on a meeting between Transport Scotland and Tactran held on 14 September 2009 to discuss the Tay Estuary Rail Study (TERS). The recommendations in the TERS proposal would provide a very positive benefit to cost ratio (BCR), with the start up and short terms phases requiring capital investment of under £500,000. Short term measures alone were predicted to increase patronage on the corridor by 7%. Tactran had provided Transport Scotland with further information on how the TERS proposal linked with and supported STPR Project 23 (Rail Service Enhancements between Aberdeen and the Central Belt).

Steer Davis Gleave had provided technical details in respect of the timetabling, operations and engineering measures and demonstrated how the TERS timetable would meet the pathing requirements of the Edinburgh to Glasgow Improvement Programme (EGIP). The start up proposal relied on diesel rolling stock being available from the Waverley / Airdrie / Bathgate service in 2010/2011, with the TERS start up proposal requiring one diesel unit. There were two elements to the start up proposal: (i) a Glasgow to Perth hourly daytime Monday to Saturday service to be introduced during 2010; and (ii) a "hybrid option", consisting of an Arbroath to Perth shuttle service with some Arbroath to Glasgow journeys to be introduced during 2011. The Glasgow to Perth service was forecast to generate 41,000 passengers per year and would require an estimated annual subsidy of £800,000, whereas the "hybrid version" in conjunction with the Glasgow to Perth service could generate 204,000 passengers per year and would require an additional annual subsidy of £440,000.

Transport Scotland representatives had agreed to provide Tactran with their comments timeously to enable decisions to be reported to the Partnership meeting on 15 December 2009. Tactran had requested confirmation of the implementation date for Priced Option 11 : Perth – Glasgow and on availability of at least one diesel unit for the TERS start-up proposal. In addition, it was agreed that Transport Scotland would confirm their opinion on the TERS recommendations for enhancement of Gleneagles.

Resolved:

- (i) The projected Core Revenue Budget outturn position for financial year 2009/2010, as detailed in Appendix A to Report RTP/09/36, be noted.
- (ii) The projected Travel Plan Budget outturn position for financial year 2009/2010, as detailed in Appendix B to Report RTP/09/36, be noted.
- (iii) The projected RTS Implementation Programme outturn position for financial year 2009/2010, as detailed in Appendix C to Report RTP/09/36, be noted.
- (iv) The progress made on the 2009/2010 Revenue Programme proposals as detailed in Sections 3.5 to 3.34 of Report RTP/09/36 be noted.
- (v) The allocation of up to £18,000 from the budgeted amount for contingency to support the development of a Transport and Health Action Plan be approved.
- (vi) The allocation of £3,000 from the budgeted amount for contingency towards a joint research project on the development of Car Clubs be endorsed.

7. CAPITAL PROGRAMME MONITORING

There was submitted a report by the Projects Manager (RTP/09/37) updating the Partnership on progress in implementing the 2009/10 – 2010/11 TACTRAN Capital Programme and noting the progress made with implementing the Angus Council and Stirling Council programmes.

Professor Horner drew the Partnership's attention to the proposals for the new Tay Crossing, Perth and queried whether resources should be expended on a feasibility study if there was no certainty that the required £62.5m would be forthcoming in respect of the infrastructure work. Members noted that options for funding were being considered as part of the feasibility study. The 2009/10 budget allocation was continuation of earlier preparatory work to identify a preferred route option and it was considered sensible to conclude work for which finance was available.

Resolved:

- (i) The progress on implementing the TACTRAN 2009/10 – 2010/11 Capital Programme and the projected outturn position as detailed in Report RTP/09/37, was noted.
- (ii) The re-profiling of Capital expenditure in 2009/10 – 2010/11 as detailed in Report RTP/09/37 be approved.
- (iii) The progress on implementing the relevant Angus Council and Stirling Council Capital Programmes and projected outturn positions, as detailed in Appendices B and C to Report RTP/09/37, be noted.

8. FREIGHT QUALITY PARTNERSHIP

There was submitted a report by the Strategy Manager (RTP/09/38): (1) updating the Partnership on work being undertaken to develop Freight Quality Partnership initiatives; (2) reporting on a bid for European Union funding for improved access to the Port of Dundee; and (3) noting the publication of the Scottish Multi-Modal Freight Locations Study.

Members noted the progress on freight initiatives as outlined in the report and recommendations. M Cairns reported verbally on recent confirmation that the bid for European funding to support a rail freight link to the Port of Dundee had been unsuccessful. It was noted that investigation of further grant funding opportunities to support this proposal would be pursued in consultation with Forth Ports, Dundee City Council and Scottish Enterprise. The ongoing investigation of a rail freight facility at Highland Spring / Blackford was welcomed. Professor Horner commended the use of Full Cost Accounting to ensure that the full environmental benefits of such projects were recognised. It was noted that Highland Spring's potential to use rail freight between the Blackford plant and the Midlands, with a resultant reduction in lorry movements, would fulfil the criteria for a Scottish Government Freight Facilities Grant.

Gavin Roser provided the Partnership with a brief overview of the Freight Transport Association (FTA) Conference in Cardiff on 9 September 2009, when the FTA's Environmental Strategy had been highlighted. It was acknowledged that the Transport industry still had a considerable amount of work to do in order to achieve meaningful environmental benefits and that, if the industry was not willing to take action on these issues, it was more likely that the Government would introduce legislation to reduce emissions. The Director proposed that these issues would be appropriate for raising nationally through the joint RTP Chairs Group and undertook to progress this.

There was general disappointment that the long awaited Scottish Multi-Modal Freight Locations Study had largely overlooked the potential which existed within the Tactran region for encouraging more sustainable movement of goods, in particular through modal shift in favour of rail and the development of multi-modal facilities at the regions key Ports of Dundee, Montrose and Perth. Members agreed to remit consideration of the study to the Freight Quality Partnership Steering Group with a recommendation that a robust submission on the conclusions of the study be submitted to Scottish Government.

Resolved:

- (i) The report on Overnight Lorry Parking in the Tactran Region and actions resulting from it, as detailed in Report RTP/09/38, be noted.
- (ii) The submission of a bid for European Regional Development Funds for improved access to the Port of Dundee, and subsequent receipt of confirmation that this bid had been unsuccessful as reported orally, be noted.
- (iii) The progress in commissioning a study into freight consolidation centres for Perth and Dundee be noted with a future report to be submitted to the Partnership on the study's findings.
- (iv) The results of the investigation of rail freight facilities at Highland Spring/Blackford and current developments, be noted.

- (v) The publication of the Scottish Multi-Modal Freight Locations Study be noted and it be remitted to the Freight Quality Partnership Steering Group for detailed consideration and development of a response to the Scottish Government on the study conclusions.

9. HEALTH AND TRANSPORT ACTION PLAN

There was submitted a report by the Strategy Manager (RTP/09/39) seeking the Partnership's approval to the development of a Health and Transport Action Plan and the appointment of consultants JMP to support development of the Action Plan.

Members noted that a study had already been undertaken by JMP Consultants on behalf of NESTRANS and NHS Grampian and it was intended to use the results of that study as a model for the Tactran area. Development of a plan for the region would include consultation with a range of stakeholders including NHS Tayside, NHS Forth Valley and Scottish Ambulance Service. There would also be consultation adjacent authorities including NHS Fife, NHS Grampian, SEStran, and Nestrans.

Councillor Thomson raised concerns over the potential for the project to duplicate work already being undertaken through Community Health Partnerships and other organisations on health. The Director advised that, whilst there had been no formal discussions with the Community Health Partnerships (CHPs) at this stage, the development of a Health and Transport Action Plan was intended to support Community Planning Partnerships (CPPs) in the delivery of relevant aspects of SOAs, so would assist rather than duplicate work by CPPs/CHPS.

In response to a request for information on usage of the Service 333 between Perth Royal Infirmary (PRI) and Ninewells, officials agreed to provide this information to Partnership Members after the meeting. It was known that the service was proving to be increasingly popular and consideration was being given to the potential for incorporating the service within the proposed East Perth Park and Ride facility, to give a link directly to PRI. The need to ensure maintenance of good connectivity and access to Ninewells Hospital in the development of future Park and Ride facilities was also noted.

Following discussion Councillor Thomson moved that a decision on the matter be deferred until the next meeting, to enable further information and discussion with Community Planning Partnerships.

Motion (Councillors J Thomson and A Simpson) – Defer approval of the development of a Health and Transport Action Plan subject to further discussion of the proposals with Community Planning Partnerships.

Amendment (Councillor W Dawson and B Gordon) – Approve the recommendations contained in Report RTP/09/39 as follows:-

- (i) The development of a Health and Transport Action Plan for the Tactran region, as detailed in Report RTP/09/39, be approved.

- (ii) It be agreed to suspend Financial Regulation 22.4 and approve the award of a contract to develop the Health and Transport Action Plan to consultants JMP at a cost of up to £18,000.

Motion – 2 votes

Amendment – 6 votes

Resolved:

In accordance with the Amendment.

10. CONSULTATIONS

There was submitted a report by the Strategy Manager (RTP/09/40) (i) seeking the Partnership's endorsement of officer responses to consultations by SEStran on its Bus Passenger Transport Information Strategy and the Scottish Ambulance Service on its future strategy and (ii) seeking approval of proposed responses to Transport Scotland on developing a Station Car Parking Policy and the Scottish Government on a Low Carbon Vehicles Policy.

In relation to the Station Car Parking Policy, Bill Wright requested a strengthening of the comments made in relation to the need to ensure more joined-up thinking in development of measures and facilities provided at stations, to encourage modal shift and behavioural change.

In relation to the Low Carbon Vehicles Policy, Members noted that the introduction of greener vehicles needed to be supported by complementary measures to encourage modal shift as a means of reducing emissions. The response should also highlight that consideration needs to be given to the range of alternative fuels options, including hydrogen cell technology, in addition to electric vehicles, and that financial incentives such as a Sustainability tax, should also be considered..

Resolved:

- (i) The officer response to SEStran's consultation on its Bus Passenger Transport Information Strategy, as detailed in Appendix A to Report RTP/09/40, be endorsed.
- (ii) The officer response to the Scottish Ambulance Service on their future strategy, as detailed in Appendix B to Report RTP/09/40, be endorsed.
- (iii) The proposed response to Transport Scotland's consultation on developing a Station Car Parking Policy, as detailed in Appendix C to Report RTP/09/40 and amended to include additional comments by Members, be approved.
- (iv) The proposed response to the Scottish Government's consultation document on Low Carbon Vehicles, as detailed in Appendix D to Report RTP/09/40 and amended to include additional comments by Members, be approved.

11. DIRECTOR'S REPORT

There was submitted a report by the Director (RTP/09/41) providing an update on various matters of interest and relevance to the work of the Partnership and seeking agreement to related proposals.

Members noted the recommendations in particular: (i) a paper would be submitted to the Joint RTPS / CoSLA Transport Strategy Group meeting on 30 October 2009 in respect of alternative sources of funding for transport improvements in Scotland; (ii) the RTP Chairs had agreed to nominate the Director of TACTRAN to represent RTP interests on the National Community Planning Group in the development of a performance framework for SOAs; (iii) following David Middleton, Chief Executive, Transport Scotland 's meeting with the RTP Chairs on 9 September an invitation had been extended to him to meet with Tactran at the Partnership's next meeting on 15 December 2009; and (iv) that further discussions were to be held between RTP officials and Confederation of Passenger Transport (Scotland) on key areas for collaborative working on enhancing the role of buses, in relation to which it was also noted that arrangements for progressing Integrated ticketing, as an incentive to modal shift, were being taken forward nationally by Transport Scotland.

Resolved:

- (i) The nomination of the Director to represent RTP interests in the development of national SOA guidance be endorsed.
- (ii) The invitation to the Chief Executive of Transport Scotland to meet with the Partnership at its next meeting on 15 December 2009, be approved.
- (iii) It be agreed to support in principle the Hitrans "Oban 5" rail enhancement proposals, as detailed in Report RTP/09/41.
- (iv) The invitation to the TAYplan Manager to attend the next meeting of the Partnership on 15 December 2009, be approved.
- (v) It be remitted to the Director to report on arrangements for a comprehensive review of the Regional Transport Strategy to a future meeting.
- (vi) The various updates and other information provided in Report RTP/09/41, be noted.

12. ANY OTHER COMPETENT BUSINESS

Kate Smithson

Members noted that Kate Smithson, Roads Manager – Transport Development, Stirling Council, was retiring and this would be her last meeting of the Partnership. The Chair thanked Kate for her valued contribution to the Partnership and conveyed the Partnership's best wishes for her retirement and future endeavours.

13. DATE OF NEXT MEETING

The next meeting of the Partnership would take place on 15 December 2009 in Forfar.