

## TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of the Meeting of the Tayside and Central Scotland Transport Partnership held in the Grampian Room, The Quality Hotel, Leonard Street, Perth on Tuesday 9 December 2008 at 10.30am.

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

In Attendance: E Guthrie (Director); G Taylor (Secretary); J Symon (Treasurer); N Gardiner and M Cairns (TACTRAN); A Deans and P Frazer (Perth and Kinross Council); G Chree (Angus Council); M Galloway (Dundee City Council); L Goodfellow (Stirling Council); and R McAuley (Network Rail).

Apologies for absence were received from Councillor Ann Gaunt (Perth and Kinross Council).

Councillor Macpherson, Chair, Presiding

The Chair welcomed Members and thanked Perth and Kinross Council for hosting the meeting. A special welcome was extended to Professor Tony Wells, NHS Tayside, who was attending his first meeting as a member of the Partnership.

### 1. **DECLARATIONS OF INTEREST**

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

### 2. **MINUTE OF THE MEETING OF 28 OCTOBER 2008**

The minute of the Partnership meeting of 28 October 2008 was submitted and approved as an accurate record.

### 3. **MATTERS ARISING**

#### (i) **Appointment of Non-Councillor Member (Item 4, Para 1 refers)**

Under the terms of the appointment protocol, advertisements had recently appeared in the national press for the vacant post of Non-Councillor Member. To date, there had been several expressions of interest and requests for application forms. The closing date for receipt of applications was Friday 19 December 2008 and it was expected that the process leading to recommendation of an appointment by the Partnership would be completed by the end of January 2009.

**(ii) Finalised Regional Transport Strategy for Publication (Item 7 refers)**

Copies of the recently published TACTRAN Regional Transport Strategy (RTS) 2008-2023 were distributed to members. A special thank you was extended to Stirling Council's Print and Graphics department for their excellent support in producing the document. The Strategy would be distributed to all members of partner Councils and to Health Boards, National Parks, Community Councils, MSP's, MP's, MEP's and other key stakeholders, during week commencing 22 December 2008. The sub strategies to the RTS would be published in the early part of 2009.

**4. REVENUE PROGRAMME 2008/09: PROGRESS UPDATE**

There was submitted a joint report by the Treasurer and Director (RTP/08/33), which provided an update on the RTS Implementation Programme 2008/2009 and sought approval to award a contract for the Tay Estuary Rail Study.

In response to questions, the Director confirmed that the Scottish Government grant of £615,000 for Core and RTS Implementation Revenue expenditure constituted direct funding, and was not subject to the 2% efficiency saving target under the Government/Local Government Concordat. To date just over half of the £435,000 approved expenditure for the RTS Implementation Programme had been committed. Although a number of the projects were still in the early stages, work was progressing on committing spend by the end of the financial year. This funding takes the form of Grant in Aid, which enables some flexibility in completing projects across financial years, subject to Government approval to carry forward funding in the event of any slippage.

**Tay Estuary Rail Study**

N Gardiner, TACTRAN Projects Manager, reported that nine companies had been invited to tender for the Tay Estuary Rail Study of which five had made a submission. The five tenders were assessed by a panel consisting of TACTRAN and Council officers, with evaluation based upon an 80% quality and 20% price assessment. The tender which achieved the highest overall score was submitted by Steer Davies Gleave at a cost of £94,500 (plus VAT). The company was considered to have the necessary level of experience, resources and project management expertise to successfully undertake the project.

**Resolved:**

- (i) Progress on the 2008/09 RTS Implementation Programme was noted.
- (ii) The Partnership noted the outcome of the tender evaluation process and approved the recommended award of contract for the Tay Estuary Rail Study, to Steer Davies Gleave at a cost of £94,500.

## **5. CORE REVENUE BUDGET 2009/10 AND 2010/11**

There was submitted a joint report by the Treasurer and Director (RTP/08/34) seeking approval of a proposed Core Revenue Budget for 2009/10 and 2010/11. The Treasurer advised that the proposed Budget was based upon the indicative 2009/10 Budget approved by the Partnership on 30 January 2008, adjusted and updated to reflect projected operational requirements. A small increase of £1,500 was projected in the indicative Budget for 2010/11.

It was expected that the Scottish Government Revenue Grant to TACTRAN for Core costs and RTS Implementation would remain at £615,000 for the financial years 2009/10 and 2010/11, with an anticipated reduction in the level of Travel Plan Grant from £104,000 in 2008/09 to £35,000 in 2009/10. The report highlighted a number of additional costs and potential risks to consider:-

- (i) pay awards in 2009/10 and 2010/11, which had been estimated at 2.5%;
- (ii) a rent review for the Partnership Headquarters due in November 2009;
- (iii) the impact of above inflation increases in energy costs;
- (iv) the need to provide for costs of upgrading and replacing IT hardware and software in future years.

The proposed Budgets had allowed for increased Third Party Payments to Perth & Kinross Council in respect of costs for Finance and Secretariat support, which had been offset by an allowance for staff slippage of £4,000 in 2009/10. It was noted that the level of Third Party payments was currently being reviewed through the development of Service Level Agreements with Perth & Kinross Council, the outcome of which would be reported to a future meeting of the Partnership.

### **Resolved:**

- (i) The Core Revenue Budget for 2009/10 and indicative budget for 2010/11, were approved;
- (ii) The Partnership agreed that constituent Councils be requested to make provision for their respective funding contributions in their 2009/10 and 2010/11 Revenue Budgets;
- (iii) The Partnership agreed to receive a report dealing with other elements of the 2009/10 Revenue Budget at the next meeting.

## **6. CAPITAL PROGRAMMES 2008/09 – PROGRESS UPDATE**

There was submitted a joint report by the Treasurer and Director (RTP/08/35) updating the Partnership on progress on implementing the 2008/09 TACTRAN Capital Programme. The report also updated the Partnership on progress on the implementation of the Angus Council and Stirling Council Capital Programmes using the former RTP Capital Grant.

### **Resolved:**

- (i) Progress on the implementation of the TACTRAN 2008/09 Capital Programme and the projected outturn position, as detailed in Appendix A of the report, was noted;
- (ii) Progress on the implementation of the Angus Council and Stirling Council 2008/09 Capital Programmes and projected outturn positions, as detailed in Appendices B and C of the report, were noted.

## **7. TRAVEL PLAN STRATEGY AND ACTION PLAN: PROGRESS UPDATE**

There was submitted a report by the Director (RTP/08/36) which updated the Partnership on progress in respect of Travel Plan Activity and implementation of the Travel Plan Action Plan for 2008/09.

Good progress was reported on the Sustainable Travel Grant Scheme (STGS) and the number of measures that had been funded by the Scheme to date was commended. The Partnership discussed the promotional radio campaigns that had been running across the region to raise awareness of the TACTRAN Liftshare Scheme. Tay FM and Central FM had taken part in the campaign and it was suggested that this initiative could be extended to stations on the AM frequency in order to reach more listeners. It was noted that additional funding would be required to continue with the existing campaign and that any further expansion of this initiative would need to be looked at in this context.

There was discussion of the proposed car-share parking scheme at Angus Council's Orchardbank Offices. This would involve the installation of designated bays close to the office entrance to encourage car sharing. It was noted that the detailed operational arrangements for the scheme remained under development, including issues related to enforcement and ensuring that the use of car-share bays was not abused. .

With the aim of further promoting travel planning approaches to a wider public and private sector audience, discussions were being held on development of a promotional DVD, in collaboration with the University of Abertay, Dundee. In discussion, Councillor Kellas suggested that it would be more efficient and effective to produce this information in CD-ROM format. The Director agreed that consideration would be given to the use of the alternative CD-ROM format.

It was noted that information contained on the DVD or CD-ROM would also be made available on the TACTRAN website.

As discussed in the separate report on the Core Revenue Budget for 2009/10 and 2010/11 the Partnership was advised that government funding for travel planning would decrease from £104,000 to £35,000 in 2009/10 and to nil for 2010/11. The Director advised that RTPs intended seeking further discussions with Scottish Government officials on concerns over the phased withdrawal of this funding. It was noted that there may be opportunities to engage with the private sector and raise additional funds for Travel Planning. With reference to proposals for the remaining budget it was suggested that the use of Salary Sacrifice Schemes, as a way of generating funds, could be investigated. In

addition, it might be possible to make submissions to Government to obtain funding for specific pilot projects.

In response to a query on marketing the Director confirmed that, where TACTRAN funding was provided for projects, for example Park and Ride developments, it was a condition of funding that all relevant signage and publicity material acknowledged TACTRAN's involvement, including the Partnership's logo.

**Resolved:**

- (i) Progress achieved on Travel Plan activity to date, was noted;
- (ii) The Partnership approved proposals for utilising the remaining balances in the 2008/09 Travel Plan Budget, as detailed in the report; and

**8. CONSULTATIONS**

There was submitted a report by the Director (RTP/08/37) seeking the Partnership's endorsement of a response which had been submitted to Transport Scotland's consultation on Initiatives Related to the ScotRail Franchise Extension and a joint submission with NESTRANS and HITRANS to the Office of Rail Regulation (ORR) on a Network Rail review of Track Access Rights on the East Coast Main Line.

The Partnership's draft response to Transport Scotland's consultation on Initiatives Relating to the ScotRail Franchise Extension, as circulated at Appendix A, had been strengthened prior to final submission, to incorporate further emphasis on (i) the benefits which the TERS project will provide for existing, poorly served and lightly patronised stations between Dundee and Carnoustie; (ii) to include reference to the benefits a new Bannockburn Station would provide for a planned new settlement to the south of Stirling; (iii) to reinforce the importance of enhancing Dundee Station as a key facility within the Dundee Waterfront Development area; (iv) to reinforce the need for improved car and cycle parking at various stations in the TACTRAN region; and (v) promoting the need for innovative solutions to overcoming technical barriers to extending rail electrification north of the Central Belt.

A joint submission by HITRANS, NESTRANS and TACTRAN on a Network Rail study into rail track access rights on the East Coast Main Line (ECML), as detailed in Appendix B, had highlighted shared concerns about the implications of the capacity study for current services north of the Central Belt. The ORR had been made aware of the RTPs' view that proposals and decisions on the future pattern of services on the ECML should be the subject of wider consultation with key stakeholders, including RTPs. The ORR had responded indicating it was not policy to consult directly with RTPs and that any comments should be directed through Transport Scotland. The Director advised that discussions were to be held with Transport Scotland on establishing effective joint channels of communication with RTPs for similar future consultations and proposals..

**Resolved:**

- (i) The response to Transport Scotland's consultation on Initiatives Related to the ScotRail Franchise Extension, amended and strengthened as outlined above, was endorsed;
- (ii) The joint submission by TACTRAN, HITRANS and NESTRANS to the ORR on Review of Track Access Rights on the East Coast Main Line was endorsed.

## **9. DIRECTOR'S REPORT**

There was submitted a report by the Director (RTP/08/38) updating the Partnership on matters of interest and relevance to the work of TACTRAN, including discussion on arrangements for responding to the impending announcement on the outcome of the Strategic Transport Projects Review (STPR) and for reviewing the Partnership's Publication Scheme. The Partnership was also asked to consider a request from SESTRAN to support the EU Interreg IVB "Dryport" project.

The Director advised that the RTP Chairs had met with representatives from CoSLA on Thursday 4 December 2008 and had reached agreement on setting up an early meeting of the joint RTP Chairs/CoSLA Transport Strategy Task Group, to enable joint consideration of regional transport issues.

It had been confirmed that the Scottish Government would be announcing the outcome of the STPR on 10 December 2008 which would have implications for all RTPs. It was understood that the publication of the STPR would be accompanied by a consultation on the Strategic Environmental Assessment (SEA), with an anticipated consultation period of around 8 weeks for responses to the SEA. The Director advised that he and a number of other RTP Directors had been invited to provide initial reactions at a national conference being held on the STPR by Holyrood Events in Edinburgh on 19 January 2009. It was agreed that the Director's input to this event would be compiled in consultation with members of the Executive Committee and Council officers.

### **Resolved:**

- (i) Agreed to delegate authority to the Executive Committee to review and update the Partnership's Publication Scheme in line with the Freedom of Information (Scotland) Act 2002;
- (ii) Agreed to consider holding a Special Meeting of the Partnership to consider the outcomes of the STPR and the Partnership's response to consultation on the Strategic Environmental Assessment of the STPR;
- (iii) Agreed to support the SEStran led Interreg IVB "Dryport" Project proposal, as discussed in sections 2.10 – 2.13 of the report;
- (iv) Noted the updates and other information provided in the report.

## **10. ANY OTHER COMPETENT BUSINESS**

- (i) **TACTRAN Pay Awards 2008/09**

The Director advised that Councils had agreed application of a 3% pay award for Administrative and Professional staff backdated to 1 April 2008, with a further 2.5% to be paid from 1 April 2009. It was recommended that TACTRAN should apply the same pay award for its Administrative and Professional staff.

**Resolved:**

Agreed that TACTRAN Administrative and Professional staff should receive a 3% pay award backdated to 1 April 2008 and a further 2.5% from 1 April 2009.

**(ii) A90 Dundee By-Pass**

Councillor John Whyte raised concerns regarding a recent report in The Courier, which referred to plans for a Dundee By-Pass but had excluded any reference to the option of improving the existing Kingsway route through Dundee. A Dundee By-Pass would have major implications for outlying areas such as Liff, Muirhead, Auchterhouse and Tealing. The Director confirmed that the Regional Transport Strategy had identified the need to address conflicts between strategic and local traffic on the A90 through Dundee, including the need to consider options for a By-Pass or upgrading the Kingsway. Given the strategic importance of the A90 it was anticipated that the matter would be reflected in the STPR.

**11. PROPOSED DATES OF 2009 MEETINGS**

The Partnership approved the timetable of meetings for 2009.

Tuesday 10 March in Dundee  
Tuesday 23 June in Stirling  
Tuesday 22 September in Forfar  
Tuesday 15 December in Perth

In relation to item 9 above and the impending Scottish Government announcement on the outcome of the Strategic Transport Projects Review, it was agreed that consideration be given to holding a Special Meeting to discuss the STPR and related consultation on the STPR Strategic Environmental Assessment, if the consultation deadline preceded the scheduled meeting on 10 March 2009.

**12. PRESENTATION**

There was a presentation by Ron McAulay, Director, Network Rail Scotland, which provided an overview of maintenance and enhancement issues and priorities for the rail network in Scotland, including recently completed projects and proposed developments and capacity issues. In discussion members highlighted the importance of improved rail links between the TACTRAN region and Edinburgh, Edinburgh Airport and Glasgow Airport; the need for

improvements to existing rail interchanges at Perth, Dundee and Arbroath; and the inadequacy of car parking and disabled access at key stations.

Mr McAulay confirmed that the issue of improved rail connections to Edinburgh Airport would be addressed as part of the ongoing Edinburgh to Glasgow Improvement Project (EGIP), touched on in his presentation. Mike Galloway confirmed that options for enhancing Dundee Station were currently being investigated, with input from a range of stakeholders including Network Rail and TACTRAN. Alex Deans outlined a recent study into the scope for an integrated Bus/Rail interchange at Perth. The Director confirmed that the RTS identified the need for improvements to these and other key interchanges and that it was hoped that these projects would also be recognised within the STPR.

The Chair thanked Mr McAulay for his informative presentation. It was noted that further discussions on projects highlighted in the presentation and in subsequent discussion would be taken forward through the Regional Rail Forum.