

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP**18 DECEMBER 2007****FORUM OF CHAIRS OF REGIONAL TRANSPORT PARTNERSHIPS**

This report seeks the Partnership's approval of continuing participation in the Forum of Chairs of Regional Transport Partnerships.

1 RECOMMENDATION

That the Partnership Board approves TACTRAN's continuing participation in the Forum of Chairs of Regional Transport Partnerships, on the basis of the revised Memorandum of Understanding which forms the Appendix to the report.

2 DISCUSSION

- 2.1 The Forum of Regional Transport Partnership (RTP) Chairs was established during 2006, to enable cross-RTP discussion on matters of joint interest and to provide opportunities to improve transport planning and delivery, through sharing of best practice and information. At its meeting on 16 December 2006 the Partnership noted and supported the establishment of the Forum (Report RTP/06/41 refers).
- 2.2 The Forum meets roughly quarterly and the Minutes and proceedings of meetings are routinely reported for the Partnership's information and approval as appropriate. At the last meeting of the group on 7 December 2007 in Dumfries, the Chairs reviewed the role and function of the Forum.
- 2.3 The Chairs agreed that a strong Chairs Forum provides the best mechanism for regular engagement between RTPs and with Scottish Government on matters of joint interest, including influencing Government policy. It was agreed that the existing Memorandum of Understanding remains relevant to the group's continuing role and purpose, subject to Section 8 being amended to clarify that statements or other representations will only be made on behalf of the Joint Chairs Forum where there is unanimity of view on issues concerned. This would include enabling matters to be referred back to individual Partnerships for consideration, where appropriate. This change is highlighted within the Appendix.
- 2.4 The Chairs also agreed that the merits of forming closer relationships with COSLA should be investigated. RTPs are not formally represented within COSLA at present. An opportunity to explore this with COLSA exists around the meeting between Chairs, COSLA and the Cabinet Secretary on 11 December, as referred to in a separate progress report on the Regional Transport Strategy.
- 2.5 The group has also agreed to hold meetings on a two-monthly cycle, with the next meeting scheduled for 1 February 2008, hosted by HITRANS.

3 RESOURCE IMPLICATIONS

- 3.1 Costs associated with the Chair, or Deputy Chair, and the Director attending meetings of the Forum of RTP Chairs are met from the Partnership's Core Revenue Budget.

Eric Guthrie
Director

For further information email ericguthrie@pkc.gov.uk or tel. 01738 476544

NOTE

No 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.

**Forum of Chairs of Scottish Regional Transport Partnerships
Memorandum of Understanding**

1. Members

The Chairs of the Highland & Islands, North-East of Scotland, South-East of Scotland, South-West of Scotland, Shetland, Strathclyde and Tayside & Central Scotland Transport Partnerships (respectively referred to as HITRANS, NESTRANS, SESTRAN, South-West of Scotland RTP, Shetland RTP, SPT and TACTRAN) agree to form an informal association to discuss matters of mutual interest relating to regional, local and national transport strategy and delivery. The association shall be known as the Forum of Chairs of Scottish Regional Transport Partnerships.

2. Objects

- a) To provide a forum for discussion of matters of common interest to member Partnerships and a means by which joint views may be formulated and expressed.
- b) To provide opportunities to improve transport planning and delivery in Scotland through the sharing of best practice.
- c) To disseminate and share accurate and timely information on all matters relating to transport and other relevant issues.
- d) To make available the skills of the individual Partnerships to provide a range of cost-effective services to other Partnerships in accordance with their wishes.

3. Meetings

Meetings shall be held quarterly, or as required, and shall deal with such business as may have been notified by the Chairs of the Partnerships to the Secretariat. Each Partnership shall be represented by its Chair, Vice Chair or other nominated member, accompanied by an officer if they wish. In the event of no member being available, an officer of an RTP may represent their Partnership.

4. Chair

The Chair of the Partnership hosting any meeting shall chair the meeting.

5. Secretariat

The Forum shall appoint one of its member Partnerships to provide a Secretariat which will hold office for a period of one year, following which provision of the Secretariat shall pass to another member Partnership, and so on in rotation.

The Secretariat shall ensure the timely preparation and issue of Agenda and all relevant reports that member Partnerships may wish to place before the Forum.

The Secretariat shall take a note of each meeting which, once approved in draft by the Chair of that meeting, shall be circulated to members prior to adoption at the next meeting of the Forum.

6. Withdrawal from the Association

At any time a Partnership may intimate by notice in writing to the Secretariat the withdrawal of that Partnership from the Forum with immediate effect.

7. Alteration of the Memorandum and Dissolution of the Forum

At any meeting a Partnership may propose that this Memorandum be altered or that the Forum be dissolved. Such a proposal shall take immediate effect if passed by a majority of the Partnerships in membership of the Forum at the time when the motion is proposed, each Partnership having a single vote.

8. Public Statements on behalf of the Association

Statements or other representations will only be made in the name of the Forum or on behalf of the RTP Chairs where there is unanimity of view to do so.