

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP**21 AUGUST 2007****ANNUAL REPORT 2006/07****Report by Director**

This report seeks the Partnership's approval of the TACTRAN Annual Report 2006/07, for submission to Scottish Ministers and for publication and general distribution to interested parties.

1 RECOMMENDATION

That the Partnership Board approves the Annual Report 2006/07, as set out in the Appendix, for submission to Scottish Ministers and for general publication.

2 DISCUSSION

- 2.1 The Transport (Scotland) Act 2005 requires that Regional Transport Partnerships publish and submit to Scottish Ministers an annual report on the performance of their functions.
- 2.2 The principal focus of the Partnership's activity since its inception in December 2005 until March 2007 has been establishment of the Partnership and related Governance arrangements, including appointment of a full Partnership Board; appointment of support staff and establishment of the Partnership's Headquarters; and the development and submission to Ministers of the Regional Transport Strategy.
- 2.3 A draft Annual Report 2006/07, summarising progress on these priorities during the past 15 months, is set out in the Appendix. The Partnership is asked to approve this, amended as necessary to reflect any additional content or comment requested by the Board, for submission to Scottish Ministers.
- 2.4 It is proposed that the Annual Report will be made publicly available on the Partnership's website and that copies are distributed to key stakeholders, including constituent Councils, Community Planning Partnerships, Health Boards, transport operators, business organisations and Enterprise companies, other Regional Transport Partnerships and other relevant organisations.

3 RESOURCE IMPLICATIONS

- 3.1 The costs of publishing and distributing the Annual Report will be contained within the approved Revenue Budget provision for Supplies and Services.

Eric Guthrie
Director

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NOTE

Background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) which were relied on to a material extent in preparing the above Report :-

Reports to Partnership throughout the period December 2005 to March 2007
(various)

APPENDIX

(DRAFT) TACTRAN ANNUAL REPORT 2006/07

FOREWORD

The Tayside and Central Scotland Transport Partnership (tactran) was established under the Transport (Scotland) Act 2005 as one of 7 statutory Regional Transport Partnerships, which cover all of Scotland. tactran covers the local authority areas of Angus, Dundee City, Perth & Kinross and Stirling Councils, which together make up just under 10% of Scotland's land mass and is home to 121/2% of the nation's population.

The Partnership came into being on 1 December 2005. Unlike many other parts of Scotland, the region did not have previous experience of voluntary Regional Transport Partnership working. During the 15 months since its inception, to the end of 2006/07, significant progress has been made. Whilst the primary focus has been on ensuring delivery of our main statutory obligation, the development and submission to Ministers of the first Regional Transport Strategy for the area, considerable time and energy has also been spent in establishing the Partnership as a corporate body; developing governance arrangements; establishing core staffing; creating the Partnership Headquarters; promoting Travel Planning in support of our wider strategic objectives; and delivering a significant Capital programme, through our partner Councils.

In developing our Regional Transport Strategy we have sought to be inclusive, by consulting widely with key stakeholders and local communities. We have also sought to engage fully in the development of national transport policy and delivery through participating in various consultations and engaging with the Scottish Executive, Transport Scotland and other Regional Transport Partnerships.

Progress during the period to 31 March 2007 is summarised in this, our first Annual Report. More information on tactran, our submitted Regional Transport Strategy and other related activity, can be found at our website www.tactran.gov.uk.

Looking ahead, following receipt of Ministerial approval for the strategy, which is expected in summer 2007, we will be focusing on the prioritisation and delivery of the RTS and working with national, regional and local stakeholders, and public and private partners, to secure the delivery of this.

Throughout the past 15 months tactran has benefited enormously from the willing support, dedication and commitment of its Councillor and non-Councillor members, staff of the four constituent Councils, consultants and the Partnership's own core staff, all of whose contribution is gratefully acknowledged. The work and commitment by all concerned during these first months of the Partnership's existence has created a sound platform upon which to move forward positively.

Eric Guthrie, Director

PARTNERSHIP BOARD AND GOVERNANCE

The tactran Board consists of 10 Councillor Members, who are appointed by the constituent partner Councils, 3 each from Dundee City Council and Perth & Kinross Council, 2 each from Angus Council and Stirling Council, and 5 non-Councillor members, appointed by the Minister for Transport, following an open recruitment process. The Partnership Board at 31 March 2007 was:-

Councillor Members

Cllr Kitty Ritchie, Angus Council (Deputy Chair)
Cllr David Selfridge, Angus Council
Cllr Fiona Grant, Dundee City Council (Deputy Chair)
Cllr Kevin Keenan, Dundee City Council
Cllr Rod Wallace, Dundee City Council
Cllr John Hulbert, Perth & Kinross Council
Cllr Alan Livingstone, Perth & Kinross Council (Chair)
Cllr John Mair, Perth & Kinross Council
Cllr John Paterson, Stirling Council
Cllr Gillie Thomson, Stirling Council

Non-Councillor Members

Robert Andrew, Regional Director (Scotland), Stagecoach
Margaret Duffy, Chief Operating Officer, Forth Valley Health Board
Professor Malcolm Horner, Chairman of Scottish Enterprise Tayside
Gavin Roser, Director, Pantrak Transportation Limited
Bill Wright, a Director of Cycling Scotland

During 2006 a number of expressions of interest in becoming Advisers to tactran were received. The Partnership agreed to defer consideration of these, pending completion of appointment of full board members which, as a result of a vacancy arising, was only completed in late March 2007. Consideration will be given to the appointment of Advisers during 2007/08.

The Partnership had its inaugural meeting in Dundee on 20 December 2005, at which time Councillor Alan Livingstone was appointed as Chair and Cllr Fiona Grant and Cllr Kitty Ritchie were appointed as Deputy Chairs.

At the meeting on 20 December 2005 it was agreed to alter the Partnership name from Central and Tay to Tayside and Central Scotland Transport Partnership.

Further meetings of the Partnership were held as follows:-

- 31 January 2006 in Perth
- 25 April 2006 in Perth
- 26 June 2006 in Stirling
- 17 August 2006 in Perth
- 26 September 2006 in Perth
- 17 October 2006 in Dundee
- 21 November 2006 in Perth
- 19 December 2006 in Forfar
- 16 January 2007 in Perth
- 20 February 2007 in Perth
- 20 March 2007 in Dundee
- 27 March 2007 in Perth

Sub- Committees

An Appointments Committee consisting of the Chair, both Deputy Chairs and a Stirling Council member met on 22, 23 and 27 March to consider applications for the positions of non-Councillor members of the Partnership. Applications for 11 candidates were considered and 6 candidates were put forward for consideration by the Transport Minister. The Appointments Committee also met on 8 February, 16 April and 9 May to deal with the arrangements leading to appointment of the Partnership Director.

An Executive Committee consisting of the Chair, both Deputy Chairs, Cllr Gillie Thomson and Professor Malcolm Horner, was established to deal with any matters of urgency arising between meetings of the Partnership. The Executive Committee met on 11 July to agree tactran's final response to consultation on the National Transport Strategy and also on 14 February to consider applications for a non-Councillor Board member vacancy, which had arisen as a result of a resignation. At that time 4 candidates were interviewed and 3 candidates were put forward for consideration by the Transport Minister.

In addition to the main Partnership Board and Committee meetings a number of Workshops were held throughout 2006/07 to assist in guiding development of the Regional Transport Strategy.

Liaison with Partner Authorities

Officer liaison arrangements with the four partner Councils was conducted through a Management Team, consisting of the Chief Officers with responsibility for transportation, and a Regional Transport Strategy Steering Group, the membership of which included senior transportation managers from each Council. The work of both of these groups benefited from regular officer input from the Scottish Executive's Transport Policy Division.

The arrangements for ongoing Council liaison will be reviewed during 2007/08 to take account of the Partnership's growth and development, and appointment of its own staffing resource.

Governance Procedures and Documents

The Partnership's Standing Orders were adopted at the meeting on 20 December 2005. Subsequent to appointment of the Partnership Director work commenced on the development of supporting Governance documentation including Financial Regulations, Scheme of Delegation and various Human Resources policies. These were well advanced at the end of the year and are expected to be approved by the Partnership in early 2007/08.

The proceedings and related papers for Partnership meetings, and other Governance documentation, can be viewed on the Partnership's website at www.tactran.gov.uk.

PARTNERSHIP STAFFING AND HEADQUARTERS

Staffing

The Partnership Director, Eric Guthrie, took up post on 17 July 2007. At its meeting on 26 November 2006 the Partnership approved an initial "Model 1" staffing structure consisting of 8 members of staff, to be known as the tactran Executive.

In early January 2007 Ashley Aird took up post as Office Manager/PA to the Director and Merry Scott took up post as Travel Plan Officer. The staffing complement at 31 March 2007 was as follows :-

- Partnership Director - Eric Guthrie
- Office Manager/PA to Director - Ashley Aird
- Strategy Manager - Vacancy
- Projects Manager - Vacancy
- Travel Plan Officer - Merry Scott
- Technician/Graduate Engineer (Strategy) - Vacancy
- Technician/Graduate engineer (Projects) - Vacancy
- Administrative Assistant - Vacancy

Appointments to vacancies will be progressed and completed during 2007/08.

Headquarters

At its meeting on 31 January 2006 the Partnership agreed to locate its Headquarters in Perth. Following appointment of the Director, he took forward the identification of suitable premises in consultation and with the support of Perth & Kinross Council's Property and Architectural services. On 17 August it was agreed that Bordeaux House would be selected from 3 available options as the Headquarters. The original accommodation required conversion and adaptation to meet the operational needs of tactran, including creation of full disabled access to the second floor office. These works were completed in March 2007, and the Executive took occupation on 15 March at:-

Bordeaux House
31 Kinnoull Street
Perth
PH1 5EN

REGIONAL TRANSPORT STRATEGY

The Regional Transport Strategy (RTS) was the main priority and focus of activity for tactran during the period covered by this report. The timescale and process for delivering the finalised RTS was extremely challenging. The successful development of the strategy, culminating in submission to the Transport Minister on 30 March 2007, was a major achievement.

RTS Process

The intensive work of developing the RTS was managed by a Regional Transport Strategy Steering Group, under the guidance and direction of the Partnership Board. The RTS Steering Group, consisting of the Partnership Director and Transportation officers from each of the 4 constituent Councils, and the Scottish Executive, met frequently throughout the RTS development process to ensure that a robust document was delivered. The members of this group gave a huge amount of personal time and commitment to ensuring that the strategy was delivered on time and in keeping with statutory requirements.

Following a competitive tendering process a contract was awarded to the MVA Consultancy in early June 2006, to support and assist the Partnership in developing the RTS, and to ensure full compliance with Executive Guidance and conformity with the emerging National Transport Strategy, which was published in December 2006.

The MVA Consultancy was supported by sub-consultants Natural Capital, who dealt with Strategic Environmental Assessment requirements, and Carl Bro, dealing with scheme appraisal and costing. In addition MVA established an Expert Panel to provide additional advice on policy aspects of the developing strategy.

The Partnership Board received regular reports on progress and, through participation in a number of dedicated Workshops and considering progress at successive Board meetings, guided development of the RTS, including:-

- September 2006 Workshop – RTS Vision and Objectives agreed
- 26 September 2006 Partnership – Issues and Objectives Report approved
- 17 October 2006 Workshop – Objectives Weighting and Options Generation and Sifting methodology and SEA Scoping Report considered
- 21 November 2006 Partnership – Options Report approved
- 16 January 2007 – Draft RTS for public consultation approved
- 20 February 2007 – responses to other RTP consultations approved
- 20 March 2007 – initial outcomes of Public Consultation considered
- 27 March 2007 – final outcomes of Public Consultation considered

Consultation

Consultation was a key part of developing the RTS and was a continuous and inclusive process throughout the strategy's development. This involved:-

- workshops with all Council services during June 2006;
- ongoing consultation with Key Stakeholders through a series of seminars, workshops and focus groups held at key stages of the strategy's development;
- an 8-week public consultation on the Draft RTS from 16 January – 16 March 2007

The main public consultation process involved both a web-based and paper consultation, with distribution of nearly 400 printed copies of the full Draft RTS and 300 copies of a Summary Consultation Draft, to numerous stakeholders, all Community Councils and other interested parties.

The public consultation demonstrated a high level of support for the Draft RTS. Of 138 formal responses received 74% agreed or agreed strongly with the RTS Objectives and the Preferred Strategy, with similarly strong support for the Preferred Strategy Interventions and Actions. A fuller explanation of the consultation process is given in the RTS Consultation Report, which was submitted to the Scottish Executive alongside the Finalised Strategy and is available for inspection on the Partnership's website.

Strategic Environmental Assessment (SEA), including consultation with Scottish Natural Heritage, Historic Scotland and the Scottish Environmental Protection Agency, was a statutory requirement and the SEA Environmental Report, setting out the appraisal of the strategy and its environmental implications, is also available for inspection on the website.

The Finalised Strategy

Although tactran is a new Regional Transport Partnership we have a considerable heritage of existing Best Practice in the provision of transport services and infrastructure within the region, upon which the RTS seeks to build.

The Finalised RTS seeks to deliver the RTS vision and objectives through a balanced and integrated package of measures and interventions which support the key themes of:-

- delivering economic prosperity;
- connecting communities and being socially inclusive; and
- delivering environmental sustainability, health and wellbeing

The strategy includes a comprehensive range of proposals for securing capacity and safety improvements to the strategic road and rail networks; enhancing public transport services and facilities through partnership with transport providers; encouraging a shift towards more sustainable forms of transport, particularly walking and cycling; working with road haulage, rail freight and port operators to develop more efficient and sustainable movement of goods; and improving integration, both within transport and between transport and land use.

The Finalised Strategy was amended in a number of areas to reflect the outcomes of consultation including strengthening interventions and actions relating to freight and ports; emphasising the need for safety improvements on key trunk roads; strengthening consideration of environmental issues; increased emphasis on walking and cycling and relevant interventions; increased emphasis on multi-modal integration, including travel information and ticketing; clarifying and strengthening support for rail enhancements outwith the region; explicit support for abolition of tolls on the Tay Road Bridge; and strengthening interventions to reflect the needs of mobility impaired people.

The strategy contains commitments to developing various sub-strategies, including for Walking & Cycling; Buses; Park & Ride; Travel Information; and Freight, which will be developed during 2007/08.

Indicative Delivery Plan

The RTS Indicate Delivery Plan sets out estimated costs of delivering the various Interventions and Actions contained in the Finalised Strategy. It is currently estimated that delivery of the full strategy will require investment of £97 million in Revenue and £623 million in Capital over the 15 year period of the RTS from 2008/09 – 2023/24. It must be stressed that, for many of the proposals contained in the strategy, these costs are initial estimates, which will be refined as individual proposals are taken forward through the various stages of required project appraisal and approval, including Scottish Transport Appraisal Guidance (STAG).

The finalised RTS, Consultation Report, Indicative Delivery Plan and other related supporting material, can be viewed on the Partnership's website www.tactran.gov.uk. Following Ministerial approval of the strategy, the formally approved document will be published and will be made widely available.

TRAVEL PLANNING

The Scottish Executive allocated grant of £65,000/annum in 2006/07 and 2007/08 to develop Travel Planning on a regional basis. This funding included £30,000 in each year to support appointment of a Travel Plan Officer with the remaining £35,000/annum allocated to supporting delivery of effective Active Travel Plans in each constituent Council and major health facilities in the region, in consultation with Councils and Health Boards.

Reflecting the central importance which is placed on promoting more sustainable approaches to travel in the emerging Regional Transport Strategy, the Partnership agreed to appoint a Travel Plan Officer on a permanent basis. Since appointment in January 2007, the Travel Plan Officer has progressed achievement of the Scottish Executive's key grant deliverables.

The ethos of Travel Planning has been embedded within the Regional Transport Strategy. Supporting this The tactran Travel Plan Strategy and Action Plan was approved by the Partnership Board and Scottish Executive officials in February 2007.

Having formed relationships with each local authority, Angus, Dundee City, Perth & Kinross and Stirling, and the two regional Health Boards, NHS Forth Valley and NHS Tayside, progress towards establishing active and effective Travel Plans with each of these organisations is well underway. Specific actions to date include:-

- establishing a Sustainable Travel Working Group with representation from Councils and Health Boards;
- working with neighbouring Regional Transport Partnership Travel Plan Officers to share Best Practice and resources to ensure a seamless approach to travel planning in Scotland;
- creating a tactranliftshare.com car-sharing website, as an umbrella for four Council websites - angusliftshare.com; dundeeliftshare.com; perthandkinrossliftshare.com and stirlingliftshare.com;
- working in liaison with the Scottish Executive and other sustainable travel organisations (e.g. Travelwise, Association for Commuter Transport and The Energy Savings Trust) to promote Best Practice and share knowledge and policy development;
- building a Travel Plan and sustainable knowledge base in the form of guidance for major employers and other organisations, which will be further developed in future years.
- representation on national groups and input to conferences and seminars, including The Scottish Sustainable Travel Group, Travelwise/ACT meetings, NHS Facilities Scotland and Cycling Scotland.

Long term commitment from both the public and private sectors will be essential in securing successful delivery outcomes from the promotion and implementation of Travel Planning across the region. Ongoing funding from The Scottish Executive, beyond the current two-year commitment, will also be essential to establishing and sustaining effective and successful Active Travel Plans.

CAPITAL PROGRAMME

The Scottish Executive allocated £3.327 million to tactran in 2006/07 to support the delivery of regionally strategic transport projects, which support the aims and objectives of the emerging RTS. At it's meeting on 31 January 2006 the Partnership agreed to allocate this budget between partner Councils, based on the same population and land area formula used by the Scottish Executive to allocate grant to RTP's.

At it's subsequent meeting on 25 April the Partnership approved a Capital Programme consisting of some 53 schemes across the four Council areas including public transport infrastructure and Real Time Passenger Information at bus stops in Angus; extension Park & Ride facilities in Perth & Kinross at Broxden and Kinross; Quality Bus Corridors in Angus, Dundee and Perth; public transport interchange

enhancements in Stirling; and road safety, cycling and walking improvements in all four Council areas.

The overall programme matches well with the Scottish Executive's aspiration of ensuring that a minimum of 70% of all government spend on transport relates to public transport and other sustainable modes. The breakdown for the 2006/07 programme is:-

Public Transport	£1,741,000 (52.3%)
Walking and Cycling	£ 686,900 (20.7%)
Roads based	£ 898,500 (27%)

Whilst good progress has been made on implementing many of the schemes in the programme, difficulties were encountered in taking forward a number of projects, owing mainly to difficulties with land purchase and other development and design aspects. Slippage totalling (**£ figure to be taken from final Accounts**) has been agreed as carry forward into 2007/08 with Scottish Executive officials and the relevant schemes will be progressed to completion during 2007/08, along with a further programme amounting to £3.327 million in 2007/08, which was approved by the Partnership on 19 December 2006.

OTHER ACTIVITY

In addition to the main priorities of the Regional Transport Strategy, establishing the Partnership and its support staffing structure and Headquarters, and overseeing delivery of the Capital Programme, tactran has also developed effective working relationships with other RTP's, through the Joint Regional Transport Partnerships Chairs Forum and with the Scottish Executive and Transport Scotland, through various officer groupings.

The Partnership has also sought to participate fully in the development of national transport and other related policy areas, through responding to consultations and other means. Consultations responded to on 2006/07 have included:-

- National Transport Strategy (July 2006)
- Regional Transport Strategies (Health Boards) (Scottish) Order – September 2006
- Network Rail Scottish Route Utilisation Strategy – October 2006
- Disability Equality Schemes – January 2007
- Competition Commission inquiry on Citylink – February 2007
- InterCity East Coast Franchise – February 2007

In addition the Director is contributing to ongoing working consultations on the National Buses Action Plan and the Strategic Transport Projects Review.

FINANCE

Tactran's Core Revenue Budget, amounting to £400,000 in 2006/07 was funded 50% by the constituent partner Councils and 50% by the Scottish Executive. In addition to Scottish Executive grant of £200,000 towards core costs, additional Revenue grant totalling £265,000 was allocated to support development of the Regional Transport Strategy; £165,000 for Transitional costs associated with setting up the Partnership; £85,000 for Feasibility and other studies; and £65,000 for Travel Plan development.

The budgeted and outturn position is shown below :-

	<u>Budgeted</u>	<u>Outturn</u>
Core Costs	400,000	
Transitional Costs	164,000	
Regional Transport Strategy	265,000	
Feasibility Studies	55,000	
Travel Planning	65,000	
Other studies	30,000	
Totals	979,000	

(table to be completed with final figures from 2006/07 Accounts)

The underspend of £ relates mainly to delays in appointing staff and slippages in completion of premises.

Further financial information is available from the 2006/07 Accounts, which are in the process of being audited at the time of writing this report.