

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of Meeting of the Tayside and Central Scotland Transport Partnership held in Conference Room 2, Caird Hall, Dundee on Tuesday 27 March 2018 at 10.30am.

Present: Provost Ronnie Proctor and Councillor Bill Duff (Angus Council); Councillors Will Dawson, Brian Gordon and Lynne Short (Dundee City Council); Councillors Andrew Parrott and Bob Brawn (Perth & Kinross Council); Councillor Jim Thomson (Stirling Council); Bob Benson, Mark Craske and David Scotney (Members).

In Attendance: E Guthrie (Director); G Brown, N Gardiner, N Moran, J Padmore, A Roger and M Scott (Tactran); G Taylor (Secretary); W Scott (Angus Council); E Gourlay (Dundee City Council); D Coyne and A Deans (Perth & Kinross Council); F Bennett (KPMG).

Apologies for absence were received from: Councillor Alasdair Bailey (Perth & Kinross Council); Councillor Danny Gibson (Stirling Council); Trudi Craggs and Gavin Roser (Members).

1. DECLARATIONS OF INTEREST

None.

2. MINUTE OF MEETING OF 12 DECEMBER 2017

The Minute of the meeting of the Tayside and Central Transport Partnership of 12 December 2017 was submitted and approved as a correct record.

In relation to Item 13 – Partnership Staffing, Councillor Short requested that her dissent be recorded.

In relation to Item 4 – Local Issues Presentation, The Director provided an update to B Benson's question regarding arrangements for people with mobility impairments attending The Open at Carnoustie. I Cochrane of Angus Council had provided information on car parking for blue badge holders and had advised that arrangements and advice for people with disabilities will be provided by the R&A on their website as it becomes available at (<https://www.theopen.com/Spectators/GettingThere>).

In relation to Item 6 – Community Planning Duty: Local Outcomes Improvement Plans, B Benson asked if there was any update available on Participatory Budgeting. The Director advised that this was an evolving situation within each Community Planning Partnership and that further updates and any proposals for contributing to Participatory Budgeting would be reported to the Partnership Board as these emerged.

3. MINUTE OF EXECUTIVE COMMITTEE MEETING OF 13 MARCH 2018

The minute of the meeting of the Executive Committee held on 13 March 2018 was noted.

4. LOCAL ISSUES PRESENTATION: DUNDEE

G Conway, Dundee City Council, gave a presentation on Dundee Central Waterfront: Dundee Railway Station Project detailing the upgrades and facilities which will be available in the new Dundee Station when it opens by summer 2018.

Councillor Brawn asked about noise insulation within the hotel above the train station. G Conway confirmed that the hotel design and construction included high quality noise insulation.

B Benson asked about accessibility provision and how this would be dealt with during peak times. G Conway advised that a number of consultation events had been held with local access groups, and comments had been taken into account in providing accessible access to and within the station at all times, all of which had been designed to full Disability Discrimination Act standards. This includes Network Rail's own accessibility standards providing up/down escalators, dedicated disabled bays and lifts.

Provost Proctor asked about linkages to the Seagate bus station for those travelling by public transport from surrounding areas. The Chair noted the provision of a bus stop outside the new station which would be available for inter-urban and country bus services to use if bus operators wished to amend their routes to serve the railway station. There was also the possibility of a town centre shuttle bus which could help link the bus and rail stations.

Councillor Short advised a number of Dundee City Councillors had visited the hotel recently and were very impressed with the quality of the facility and wonderful views from the hotel. She added that the bus stop would be a digital hub with Real Time Information informing passengers when the next bus was coming.

Councillor Short left the meeting.

5. REVIEW OF RISK REGISTER

There was submitted a report by the Director (RTP/18/07) presenting the Partnership's Risk Register for annual review and approval by the Partnership.

The Director noted that further review of the Risk Register would be undertaken during the year to take account of ongoing work on compliance with the new Public Sector Action Plan on Cyber Resilience, supported by Perth & Kinross IT service.

Resolved:

- (i) To approve the updated Risk Register which formed Appendix A to the report; and
- (ii) To agree to receive a further report reviewing and updating the Risk Register not later than March 2019.

6. AUDIT STRATEGY 2017/18

There was submitted a report by External Auditors KPMG (RTP/18/08) detailing the Audit Strategy for the Financial Year ending 31 March 2018. F Bennett, KPMG, spoke to the report and detailed the key points contained within the Strategy.

Resolved:

- (i) To approve the Audit Strategy for 2017/18.

7. ACTIVE TRAVEL PROGRESS UPDATE

There was submitted a joint report by the Strategy Officer (Sustainable Transport) and the Cycle Training & Development Officer (RTP/18/09) updating the Partnership on progress made in delivering the Tactran Active Travel Grant scheme and Active Travel Audits; outlining proposals for taking these initiatives forward in 2018/19; seeking approval of revised 2018/19 Tactran Active Travel Grant guidance and criteria; and noting progress on various cycle training and development initiatives.

B Benson asked for further information on what the Active Travel Audits entailed. G Brown outlined the process employed by the consultants, which included mapping of existing and potential active travel networks and facilities, and the development of local Action Plans in consultation with Council and Community Planning colleagues and with community representatives. N Gardiner referred to the presentation which had been given on Phase 1 of the Active Travel Audits to the Partnership meeting in Stirling on 12 September 2017, which was available on the website. B Benson asked if the information would be disseminated to local active partnerships and the Director confirmed this would be addressed through engagement with the CPPs.

Resolved:

- (i) To note progress in delivering the Tactran Active Travel Grant Scheme and Active Travel Audits, as detailed in the report;
- (ii) To note and approve the proposals for taking forward the 2018/19 Active Travel Grant scheme with Sustrans, as detailed in the report;
- (iii) To approve the revised 2018/19 Active Travel Grant Scheme criteria as detailed in Appendix A to the report;
- (iv) To note the intention to develop and design Active Travel infrastructure recommended in the Active Travel Audits and to receive a progress report on this at a future meeting; and

- (v) To note progress on various active travel activities undertaken by the Cycle Training & Development Officer, as outlined in the report and updated orally.

8. 2017/18 REVENUE BUDGET AND PROGRAMME

There was submitted a joint report by the Director and Treasurer (RTP/18/10) providing a monitoring update on 2017/18 Revenue expenditure.

Resolved:

- (i) To note the position regarding Core Revenue expenditure as at 31 January 2018 as detailed in Appendix A to the report; and
- (ii) To note progress on the 2017/18 RTS Revenue Programme and related expenditure as discussed in sections 3.4 - 3.46 of the report and detailed in Appendix B to the report.

9. 2018/19 REVENUE BUDGET AND PROGRAMME

There was submitted a joint report by the Director and Treasurer (RTP/18/11) updating the Partnership on Scottish Government and partner Council contributions towards the Partnership's 2018/19 Revenue Budget and seeking approval of a revised 2018/19 Core Revenue Budget and proposed 2018/19 Revenue Programme.

B Benson asked if there was any evaluation of the outcomes of the Safe Drive/Stay Alive initiative. Noting that evaluation of outcomes for road safety education initiatives of this type tended to be qualitative rather than quantitative, in terms their impact on accident rates through time, the Director agreed to liaise with Safe Drive/Stay Alive partners on the availability and/or provision of any scheme evaluation and to report further on this to a future meeting. A number of members commended the Safe Drive/Stay Alive initiative as a very powerful means of conveying road safety messages and awareness for young people approaching driving age and Councillor Dawson suggested that consideration should be given to involving major employers and businesses in the programme.

Resolved:

- (i) To note partner Councils' approval of requested Revenue contributions towards the 2018/19 Core Budget;
- (ii) To note the confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2018/19;
- (iii) To approve a revised 2018/19 Core Budget as detailed in Appendix A;
- (iv) To approve an initial 2018/19 Revenue Programme budget as detailed in sections 3.7 – 3.22 of the report and agree to consider approval of a finalised 2018/19 Programme at the Partnership's meeting on 26 June 2018;
- (v) To agree to continue to jointly fund the post of Regional Cycle Training & Development Officer on a permanent basis in partnership with Cycling Scotland, subject to ongoing budgetary availability; and

- (vi) To agree to receive a report on the outcomes of Safe Drive/Stay Alive initiative at a future meeting.

10. GENERAL CONSULTATIONS

There was submitted a report by the Senior Strategy Officer (RTP/18/12) seeking approval of a proposed response to the Scottish Government consultation 'A Connected Scotland: Tackling Social Isolation and Loneliness and Building Stronger Social Connections, and informing the Partnership of consultation responses approved for submission by the Executive Committee under delegated authority and a joint RTPs response to the earlier Scottish Government consultation on 'Financial Accounting Arrangements for Regional Transport Partnerships'.

B Benson proposed that the following additional points/issues be included in the response to the Connected Scotland consultation:

- recognition that such strategies / interventions should not just consider vulnerable groups, but also potentially vulnerable groups;
- recognition of the added risks to isolation and connectivity as a result of extreme weather events;
- recognition that a poor journey experience, for example by public transport, can influence long term travel behaviour;
- inclusion of the various models of Demand Responsive Transport provision across the region within the best practice examples sought and listed in the response;
- consider utilisation of the annual Transport Focus bus passenger survey to include greater representation from older people and people with mobility difficulties to ensure that the survey is representative of the population as a whole;
- recognition of the role and importance of interventions and the use and establishment of these in/by communities in building social capital;
- maintaining informed discussion around shared spaces;
- considering and exploring the ability of ScotRail to support community access initiatives; and
- recognition of the role and importance of digital technology in both providing access to services and also access to transport services.

Resolved:

- (i) To approve the proposed response to the Scottish Government's consultation 'A Connected Scotland: Tackling Social Isolation and Loneliness and Building Stronger Social Connections', as detailed in Appendix A to the report and amended to include the additional comments/issues raised by members;
- (ii) To note the response to the Scottish Government's consultation 'Financial Accounting Arrangements for Regional Transport Partnerships' as approved for submission by the Executive Committee and detailed in Appendix B to the report; and

- (iii) To note the joint RTPs response to the Scottish Government's consultation 'Financial Accounting Arrangements for Regional Transport Partnerships', as detailed in Appendix C to the report.

Councillor Thomson left the meeting.

11. DEVELOPMENT PLANNING CONSULTATIONS

There was submitted a report by the Strategy Officer (Strategic Connectivity) (RTP/18/13) providing an update on recent Development Planning activity within the Tactran region and asking the Partnership to note representations made to the Perth & Kinross Local Development Plan 2 and associated Addendum to the Environmental Report and the response to the Cairngorms National Park Local Development Plan 2020 Main Issues Report consultation, as approved for submission by the Executive Committee under delegated authority.

Resolved:

- (i) To note the current status and next key stages of all seven Development Plans within the Tactran region, as outlined in Appendix A to the report;
- (ii) To note representations submitted to the Proposed Perth & Kinross Local Development Plan 2 and Addendum to Environmental Report, as approved for submission by the Executive Committee and detailed in Appendix B to the report; and
- (iii) To note the response to the Cairngorms National Park Local Development Plan 2020 Main Issues Report consultation, as approved for submission by the Executive Committee and detailed in Appendix C to the report.

12. DIRECTOR'S REPORT

There was submitted a report by the Director (RTP/18/14) providing updates on the Partnership's engagement in Community Planning and City Deals; on the Planning Bill, Active Travel funding for RTPs, various rail developments and on other matters of interest and relevance to the Partnership. The report also noted the appointment of a new Partnership Director with effect from 1 July 2018 and asked the Partnership to agree that the current Director be permitted to retire on 30 June 2018.

The Director advised that a response had now been received from the Secretary to the Tay Cities Joint Committee to the Partnership's request to be formally included within the emerging governance structures and arrangements for the Tay Cities Deal. This advised that, owing to the cancellation of the Tay Cities Joint Committee meeting on 16th February, the Partnership's request would now be considered by the Tay Cities Joint Committee at its meeting on 18 May 2018.

The Director also advised that the RTP Chairs had received a letter from the Minister for Transport and the Islands in response to the RTPs proposal for the establishment and provision of funding for a Regional Active Travel Development Fund. This invites the RTPs to submit, individually and collectively, proposals for capital projects totalling £2 million and £1 million, with reference to an indicative distribution of funding based on the existing RTP Grant-in-Aid funding distribution. Welcoming the indication of additional RTP funding, and referencing earlier discussions and concerns raised with Transport Scotland officials regarding the current Grant-in-Aid distribution which disadvantages Tactran and Hitrans, the Director advised that further discussions will be held with Transport Scotland to clarify the basis and purpose of the new funding and to seek agreement on an equitable indicative funding distribution, as included in the original RTPs proposal for a Regional Active Travel Development Fund.

In relation to Appendix B to the report and future stakeholder engagement by the RTP Chairs with Scottish Ambulance Service (SAS), M Craske recommended that the Chairs should seek an early meeting at the most senior level in SAS to enable dialogue and input on current review and developments in SAS policy and practice on patient transport. The Director advised that the RTP Chairs previous engagement had been with the SAS Chair and Chief Executive and undertook to recommend to the RTP Secretariat that an early meeting be sought at this level with SAS.

Resolved:

- (i) To note and welcome the Perth & Kinross Community Planning Partnership's agreement to Tactran's request for representation on the CPP's Executive Officer Group;
- (ii) To note the current position regarding the Partnership's request for inclusion within the emerging Tay Cities Deal governance structure;
- (iii) To note proposals for a meeting with the Minister for Transport and the Islands, as outlined in 2.8 of the report;
- (iv) To note developments with the Planning Bill, as outlined in 2.10 – 2.20 and Appendix C of the report;
- (v) To welcome the indication of additional Active Travel funding as discussed in 2.21 – 2.23 of the report and to remit the Director to engage with the other RTPs and Transport Scotland on agreeing an equitable basis for dispersal of this potential new funding;
- (vi) To note the updates on rail issues as outlined in 2.27 – 2.34 of the report and agree to delegate authority to the Executive Committee to consider and approve potential applications to the recently announced Local Rail Development Fund;
- (vii) To welcome the appointment of Dr Tom Flanagan as the new Partnership Director effective from 1 July 2018 and to agree that the current Partnership Director be allowed to retire on 30 June 2018; and
- (viii) To note the various other updates and information provided in the report and accompanying appendices.

13. MEMBERS ISSUES AND AOCB

None.

14. DATES OF NEXT MEETINGS

10.30 am on Tuesday 26 June 2018 in Perth

10.30 am on Tuesday 25 September 2018 in Stirling

10.30 am on Tuesday 18 December 2018 in Forfar