

**TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP**

**19 MARCH 2019**

**2019/20 BUDGET AND PROGRAMME**

**JOINT REPORT BY DIRECTOR AND TREASURER**

This report updates the Partnership on Scottish Government and partner Council contributions towards the Partnership's 2019/20 Revenue Budget and seeks approval of a revised 2019/20 Core Revenue Budget and proposed 2019/20 RTS Revenue and Capital Programmes.

**1 RECOMMENDATIONS**

1.1 That the Partnership :-

- (i) notes partner Councils' approval of requested Revenue contributions towards the 2019/20 Core Budget;
- (ii) notes the confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2019/20;
- (iii) approves a revised 2019/20 Core Budget as detailed in Appendix A;
- (iv) approves an initial 2019/20 Revenue Programme budget as detailed in sections 3.7 – 3.34 of the report and agrees to consider approval of a finalised 2019/20 Programme at the Partnership's next meeting on 18 June 2019; and
- (v) notes the potential 2019/20 Capital Income and agrees to receive a further report at its next meeting.

**2 BACKGROUND**

2.1 At its meeting on 18 December 2018 the Partnership approved a Core Revenue Budget for financial year 2019/20 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2019/20 Revenue Budgets (Report RTP/18/46 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2019/20, maintaining the current annual level of Grant in Aid funding.

### 3 DISCUSSION

#### **2019/20 Core Revenue Budget**

- 3.1 Partner Councils have now approved their 2019/20 Revenue Budgets. It is understood that all Councils have made provision for contribution of their respective shares of the Partnership's Core operating costs, based upon the 2019/20 Budget approved on 18 December 2018, as follows :-

Angus Council	£ 23,595
Dundee City Council	£ 29,265
Perth & Kinross Council	£ 31,210
Stirling Council	£ 18,950

- 3.2 The 2019/20 Core Revenue Budget, as approved on 18 December 2018 is detailed in Appendix A.
- 3.3 The previously approved Core budget had assumed a flat 3% salary increase across all pay scales in 2018/19 and a further 3% salary increase in 2019/20. Following the Scottish Government's agreement of a public sector pay award providing for a 3.5% increase in salaries in 2018/19 and 3% in 2019/20, the salaries budget has been adjusted to allow for these potential costs in line with Council budgetary planning assumptions. The net effect is to increase projected salary and costs by £6,575.
- 3.4 Property Costs overall are maintained as outlined at meeting on 18 December with an anticipated increase in cleaning costs offset by a similar decrease in energy costs.
- 3.5 In addition, the Transport Costs budget has been increased by £1,100, mainly to accommodate anticipated increased public transport expenditure, reflecting a similar expenditure under this budget heading during 2018/19.
- 3.6 There are no other proposed revisions to the Core budget, as approved on 18 December 2018.

#### **2019/20 RTS Revenue Programme**

- 3.7 The Regional Transport Strategy (RTS) Revenue Programme is funded largely from Scottish Government's Grant in Aid allocation, supplemented by any additional contributions identified or secured from other funding sources.
- 3.8 Transport Scotland has confirmed the award of Scottish Government Revenue Grant in Aid of up to £522,750 for 2019/20. This maintains for a further year the annual level of Grant in Aid received since 2012/13.

- 3.9 The 2019/20 Core Budget provides for £384,147 of Scottish Government Grant in Aid being allocated towards Core costs, leaving a balance of £138,603 Grant-in-Aid available to support RTS implementation next financial year. This amount will be supplemented by currently projected Deferred Income of £25,205 arising from final variances in the 2018/19 Core and Revenue Programme budgets, as discussed in the separate report on 2018/19 Programme and Monitoring, generating a provisional 2019/20 RTS Programme budget of £163,808 subject to confirmation of final 2018/19 expenditure.
- 3.10 A proposed initial programme allocation of the anticipated budget of £163,808 which provides for maintaining momentum on existing RTS commitments and projects and anticipated emerging priorities over the coming year, is summarised in the table and paragraphs below:-

<b>RTS Project/Strategy</b>	<b>2019/20 Allocation</b>
Development of RTS and Delivery Plan	£8,000
Strategic Connectivity	£53,000
Health & Transport	£12,000
Active Travel	£21,500
Travel Planning	£16,500
Buses	£1,000
Park & Ride	£8,000
Rail	£3,000
Freight	£10,000
Travel Information	£15,500
Climate Change	£10,000
Contingency	£5,308
<b>Total</b>	<b>£163,808</b>

- 3.11 As indicated in the separate report on 2018/19 budget and programme, this amount will be supplemented by further grant award income of up to £251,845 from the following sources:
- Scottish Government LRDF Grants for Stirling Strategic Park & Ride Study and Bridge of Earn Transport Appraisal (£107,045 and £76,300 respectively).
  - Paths for All Smarter Choices Smarter Places Grants for TravelKnowHow App and Multi-modal Monitoring (£48,500 and £20,000 respectively)
- 3.12 In addition it is anticipated that Scottish Government will provide up to £60,000 for maintenance and development of the Travelknowhow Scotland website and a further funding application has been submitted to Paths for All for £28,000 for Liftshare marketing and promotion.
- 3.13 Further opportunities for other income will be pursued throughout 2019/20.

### Development of RTS and Delivery Plan

- 3.14 The proposed budget of £8,000 allows for annually recurring costs associated with statutory monitoring and reporting on the Regional Transport Strategy and includes for 50% of costs for a graduate placement shared with Perth & Kinross Council.

### Strategic Connectivity

- 3.15 The proposed budget of £53,000 makes provision for supporting Regional Transport Working Groups and City Deals for the Tay Cities and Stirling & Clackmannanshire city-regions, which it is envisaged the Partnership will have a key role in supporting during the months and years ahead, and for inputting to and influencing the ongoing review of the National Transport Strategy (NTS) and the related review and updating of the Strategic Transport Projects Review (STPR).
- 3.16 The Partnership has previously contributed a total of £105,000 towards the costs of developing the Tay Cities Regional Transport Model in partnership with the Tay Cities Deal Councils and Transport Scotland. As noted in a separate report to this meeting it is anticipated that a further £25,000 will be required in 2019/20 to complete the model development. In addition as reported in a separate report to this meeting a £10,000 contribution is proposed to take forward a Tay Cities Aviation Study.

### Health & Transport

- 3.17 The proposed allocation of £12,000 provides for a recurring allocation towards the annual Safe Drive/Stay Alive road safety campaign in all four partner Council areas in support of Community Safety Plans.

### Active Travel

- 3.18 The proposed allocation of £21,500 includes provision for continued full year costs towards appointment of the embedded Regional Cycle Training & Development Officer in partnership with Cycling Scotland and also allows for a further £2,500 contribution for the multi-modal monitoring project, for which Tactran is also receiving £20,000 grant income from Paths for All and up to £10,000 from constituent Councils.

### Travel Planning

- 3.19 The proposed allocation of £16,500 allows for recurring costs of approximately £8,500 for development and maintenance of regional and local Liftshare websites, plus an allowance of up to £8,000 to support and encourage the development and implementation of other Travel Planning and Sustainable Travel Grant Scheme initiatives and projects by public and private sector agencies.

3.20 As outlined above it is anticipated that this budget heading will be supplemented by additional Scottish Government grant of up to £60,000 to support continued maintenance and development of the Travelknowhow Scotland travel planning website.

3.21 A further £48,500 is also being provided by Paths for All to develop a Travelknowhow Scotland App and pilot its use.

### Buses

3.22 The proposed allocation of £1,000 provides for maintenance and potential development of the regional Thistle Assistance Card.

### Park & Ride

3.23 As previously reported, Tactran in partnership with Stirling Council has been successful in being awarded funding from Transport Scotland's Local Rail Development Fund to take forward an appraisal of Strategic Park & Ride at Stirling.

3.24 In addition, a Tay Cities Regional Transport Working Group has been formed to take forward regional priorities within the NTS/STPR and regionally and locally significant projects. As Park & Ride at Dundee and Perth are considered to be a priority for the Tay Cities region, it is considered that the Tay Cities Regional Working Group will be best placed to take forward these Park & Ride proposals, together with other nationally and regionally significant projects that were not included in the Tay Cities Deal Heads of Terms, utilising the 2019/20 budget for Strategic Connectivity.

3.25 In order to assess the strategic benefits of Park & Ride and support the development of business cases for the emerging priority schemes, an initial allocation of £8,000 budgetary provision for Park & Ride has been made in 2019/20.

### Rail

3.26 The proposed allocation of £3,000 provides for ongoing membership by Tactran and partner Councils of the East Coast Mainline Authorities (ECMA) consortium.

3.27 In addition Scottish Government is providing Local Rail Development Fund grants for Stirling Strategic Park & Ride Study and Bridge of Earn Transport Appraisal with up to £107,045 and £76,300 available respectively in 2019/20 to complete the two appraisals.

### Freight

- 3.28 The proposed allocation of £10,000 allows for continuing support for Stirling and Tayside Timber Transport Group and other freight initiatives such as freight mapping in consultation with the Regional Freight Quality Partnership.

### Travel Information Strategy

- 3.29 The proposed budget of £15,500 allows for ongoing maintenance of the [www.gotoo.com](http://www.gotoo.com) multi-modal travel information website and support for the Get on the Go Tayside social media campaign. In addition an allowance has been made for the development of Mobility as a Service (MaaS) proposals for the region, in anticipation of a bid to the Scottish Government's £2m MaaS challenge fund.

### Climate Change

- 3.30 The proposed budget of £10,000 allows for the completion of a Regional Electric Vehicle Strategy commenced during 2018/19, in partnership with all 4 constituent Councils.
- 3.31 In addition, Tactran's Transport Carbon Assessment identifies 6 key priority mitigation areas where Tactran has significant potential to contribute to or support reduction in transport carbon emissions, as follows: low carbon vehicles and infrastructure; eco-driving; Travel Planning; supporting road based public transport; supporting rail improvements; influencing travel demand and behaviour.
- 3.32 Many of these are cross-cutting and the budget allocations under Health and Transport, Active Travel, Travel Planning, Buses and Rail will contribute towards achieving Tactran's Climate Change duties.

### Contingency

- 3.33 It is proposed that the balance of £5,308, around 3.25% of budget, is retained as a general Revenue Budget contingency to accommodate other emerging priorities and opportunities.
- 3.34 Proposals for full allocation of the available RTS Programme Budget for 2019/20, incorporating the final position in relation to Deferred Income from 2018/19 and other anticipated income will be reported to the Partnership's next meeting on 18 June 2019.
- 3.35 The Partnership is asked to approve the indicative 2019/20 RTS Revenue Programme, as detailed above.

## **2019/20 Capital Income**

- 3.36 As indicated in an Active Travel Progress report to this meeting, it is anticipated that a minimum of £100,000 will be provided by Sustrans to take forward Tactran's Active Travel Grant scheme in 2019/20.
- 3.37 In addition Scottish Government confirmed in 2018/19 that they will provide a Regional Active Travel Development grant of £133,400 to Tactran for developing the Tactran Regional Walking and Cycling Network and this work is currently programmed for completion by end of June 2019. Tactran has also confirmed to Scottish Government that a further £133,400 will be sought through the Regional Active Travel Development grant in 2019/20 to further develop the Tactran Regional Walking and Cycling Network and/or take forward design of Tactran's Active Travel Audits in partnership with our constituent Councils.
- 3.38 The Partnership is asked to note the potential 2019/20 Capital Income and agree to receive a further report at its next meeting.

## **4 CONSULTATIONS**

- 4.1 The report has been prepared in consultation with the Transportation Officers Liaison Group and Public Transport Officers Liaison Group

## **5 RESOURCE IMPLICATIONS**

- 5.1 The main resource implications are addressed within the report.

## **6 EQUALITIES IMPLICATIONS**

- 6.1 This report has been screened for any policy implications in respect of Equality Impact Assessment and no major issues have been identified.

**Tom Flanagan**  
Director

**Scott Walker**  
Treasurer

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## **NOTE**

The following 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.

Reports to Partnership RTP/18/45 2018/19 Budget and Monitoring and RTP/18/46, 2019/20 Core Revenue Budget, 18 December 2018.



**Tactran Core Revenue Budget**

	As Approved on 18/12/18	Proposed Amendment
	<b>Approved 2019/20 Budget £</b>	<b>Proposed 2019/20 Budget £</b>
<b><u>Income</u></b>		
Scottish Government Grant Revenue Received	376,472	384,147
Deferred Income	0	0
Angus Council	23,595	23,595
Dundee City Council	29,265	29,265
Perth & Kinross Council	31,210	31,210
Stirling Council	18,950	18,950
Other Income	2,230	2,230
	<b><u>481,722</u></b>	<b><u>489,397</u></b>
<b><u>Expenditure</u></b>		
<b><u>Staff Costs</u></b>		
Salary GP	308,842	313,869
Salary Supn	52,503	53,358
Salary NI	34,282	34,975
Training/Conferences	1,200	1,200
Subscriptions	330	330
	<b><u>397,157</u></b>	<b><u>403,732</u></b>
<b><u>Property Costs</u></b>		
Energy	4,690	4,290
Cleaning	1,600	2,000
Maintenance	500	500
Rent	13,400	13,400
	<b><u>20,190</u></b>	<b><u>20,190</u></b>
<b><u>Supplies and Services</u></b>		
Office Consumables	4,125	4,125
Communications	3,000	3,000
Insurance	5,800	5,800
Information Technology	200	200
Hospitality	700	700
Board Expenses - misc.	1,000	1,000
	<b><u>14,825</u></b>	<b><u>14,825</u></b>
<b><u>Transport Costs</u></b>		
Travel and Subsistence	1,500	1,800
Public Transport	2,700	3,500
Expenses - Board Members	1,000	1,000
	<b><u>5,200</u></b>	<b><u>6,300</u></b>
<b><u>Third Party Payments</u></b>		
Audit Fees External	9,900	9,900
PKC Finance Service	14,000	14,000
PKC Secretariat Service	8,000	8,000
PKC Legal Services	3,000	3,000
PKC IT Services	8,250	8,250
Other Third Party Payments	1,200	1,200
	<b><u>44,350</u></b>	<b><u>44,350</u></b>
Gross Expenditure	<b><u>481,722</u></b>	<b><u>489,397</u></b>
Net Expenditure	<b><u>0</u></b>	<b><u>0</u></b>