

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of Meeting of the Tayside and Central Scotland Transport Partnership held in the Council Chambers, County Buildings, Forfar on Tuesday 18 December 2018 at 10.30am.

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

In Attendance: T Flanagan (Director); G Brown, N Gardiner, A Low, N Moran, J Padmore, A Roger and M Scott (Tactran); S Hendry (Secretary); W Scott and K Cowey (Angus Council); E Gourlay (Dundee City Council); D Coyne and A Deans (Perth & Kinross Council); K Argue (Stirling Council).

Apologies for absence were received from: Councillors David Illingworth and Alasdair Bailey (Perth & Kinross Council); and David Scotney (Member).

1. DECLARATIONS OF INTEREST

T Craggs declared a non-financial interest in Item 4 as she is a Planning Reporter for the Scottish Government and Item 7 due to her involvement with Forth Valley College. Councillor Dawson also declared a non-financial interest in Item 4 as he is the Chair of TAYplan.

2. MINUTE OF MEETING OF 25 SEPTEMBER 2018

The minute of the meeting of the Tayside and Central Scotland Transport Partnership of 25 September 2018 was submitted and approved as a correct record.

In relation to Item 5 – ScotRail Service Improvements 2018 and 2019 B Benson asked if Tactran had made any comment on the recent ScotRail cancellations. N Gardiner noted that Tactran has recently met with ScotRail, Network Rail and Transport Scotland regarding this and ScotRail had advised that a number of factors led to cancellations, including trains in maintenance and the late arrival of the new Hitachi and Inter-City trains which had an impact on their ability to train staff for the new timetable. This was exacerbated by the RMT trade union rest day working dispute, which had only recently been resolved.

In relation to Item 9 – Local Rail Development Fund (LRDF) N Gardiner noted that Transport Scotland had advised there will be no further round of LRDF funding in 2018/19 and at present they are unable to confirm whether funding will be available for a further round in future years.

3. LOCAL ISSUES PRESENTATION: ANGUS

There was a [presentation](#) by W Scott, Service Leader – Roads & Transportation on Angus Issues. He outlined the current issues and goals for Angus Council, with a main priority to become a smaller better organisation. His main points were:

- The Open at Carnoustie in July 2018 was a great success with a record breaking crowd of 172,000. This Open has the highest attendance of spectators by train on a Sunday of any Open;
- North Angus Growth Opportunity currently undergoing Scottish Transport Appraisal Guidance (STAG) which is looking are improving transport between Montrose and A90, a Brechin bypass, connectivity and rail issues;
- Car Parking charges were introduced in Angus recently with reserve funding to be used to maintain roads infrastructure;
- Due to reducing budgets in the future Angus Council will need to consider flexibility regarding better corridors and networks.

B Benson asked about simplifying corridors and the enormous amount of public consultation required and how confident were Angus Council this could be achieved. W Scott advised this was at the just the beginning stages and would require consultation with neighbouring authorities before any public consultation. However, there is a need to be open and transparent with the public and selling the vision.

T Craggs applauded the vision and asked about managing expectation and balancing the duty as a roads authority, as this would be a huge amount of work. In particular, had road user charging been considered. W Scott said road user charging was very challenging and big shift in mind-set would be required and care would need to be taken to avoid unintended consequences.

The Chair thanked W Scott for his presentation.

4. STRATEGIC PLANNING UPDATE AND ADVISER APPOINTMENT

There was submitted a report by the Director (RTP/18/40) providing an update on the treatment of Strategic Planning within the proposed Planning Bill and recommending the appointment of a Strategic Planning Adviser to the Partnership.

K Cowey introduced the Appendix to the report and explained the background to the changes and issues around The Planning (Scotland) Bill.

Councillor Dawson advised he disagreed with the Tay Cities Joint Committee suggestion that Tactran and TAYplan be subsumed into the governance arrangements for Tay Cities. He said both organisations should remain as separate entities to ensure focus remains on transport and planning.

T Craggs advised when the Planning Bill reaches Stage 3, any recommendations and changes are dealt with quickly. T Craggs considered that there needs to be a duty for Local Planning Authorities to work together and that it will be interesting to see what happens at Stage 3.

Resolved:

- (i) To approve the appointment of Kate Cowey, Acting TAYplan Strategic Development Plan Manager, as Strategic Planning Adviser to the Partnership; and
- (ii) To note the update on the treatment of Strategic Planning within the proposed Planning Bill.

5. 2017/18 ANNUAL REPORT

There was submitted a report by the Director (RTP/18/41) introducing the Tacran Annual Report for 2017/18.

Councillor Short advised there was a typographical error in Table 1 on page 10. D Coyne confirmed the total Gross Expenditure figures were correct but it was agreed to amend the report and circulate to members for information.

Resolved:

- (i) To correct the typographical error in Table 1 on page 10 of the report be amended and circulated to members for information; and
- (ii) To approve for publication and submission to Scottish Ministers the Tacran Annual Report for 2017/18.

6. CITY REGION DEALS UPDATE

There was submitted a report by the Director (RTP/18/42) providing an update to the Partnership on the progress made with the Tay Cities and Stirling/Clackmannanshire City Region Deals.

Councillor Short queried why the Cross Tay Link Road (CTLR) was considered a surprising omission from the Tay Cities Deal and asked who was surprised. The Director advised the CTLR project was a priority to partners and the Tay Cities Management Team so it was surprising to the Management Team that the project was excluded. Councillor Short said as nothing was guaranteed and therefore surprising wasn't the right word and asked for clarification on who viewed the project as a priority. The Director confirmed the Tay Cities Partners including external agencies had gone through a scoring process which identified the priority projects and the CTLR was identified as the top priority.

T Craggs enquired as to what the exclusion of some projects meant for the overall Tay Cities vision, and if it was weakened with the missing projects. The Director advised other funding streams have been made available e.g. LRDF and Active Travel Development Fund so there are other options to take forward projects. A key issue is the exclusion of Park and Ride, as it was included in the Strategic Transport Projects Review (STPR) and was being

considered as part of the Dundee LEZ. Tactran has contacted Transport Scotland requesting clarification on how to best take forward strategic interventions such as Park and Ride.

T Craggs asked if a similar governance arrangement would be established with the Stirling/Clacks City Deal Joint Committee with regards a Tactran representative being co-opted onto the Committee. The Director confirmed that Tactran was seeking to establish the same governance process and that Councillor Thomson sits on the Committee as the Stirling Council representative.

Resolved:

- (i) To note the progress made with the signing of the Tay Cities Region Deal, the projects approved under the Connected Tay theme and the reference to the proposed integrated Governance Arrangements; and
- (ii) To note the progress made with the Stirling/Clackmannanshire City Region Deal.

7. TRAVEL PLANNING PROGRESS UPDATE

There was submitted a report by the Strategy Officer (Sustainable Transport) (RTP/18/43) seeking the approval of the award of funding from the 2018/19 Travel Planning budget and updating the Partnership on progress with Travel Planning projects and initiatives across the region.

Councillor Short asked if Tactran had been in contact with local authorities regarding the Liftshare promotional plans. G Brown confirmed he had spoken to the relevant Local Authorities' officers and all were supportive of the project.

T Craggs asked when the budget for the Travelknowhow Scotland project is required to be spent and for assurance the budget would not be spent on the app development only. G Brown confirmed the SCSP Open Fund award is a year from the award of funding and the award was received in November 2018. The project funding includes for both technical App build and promotion.

T Craggs asked for an explanation of the funding for the Liftshare scheme. N Gardiner confirmed that 11 groups in the Tactran area each pay a licence fee to Liftshare which totals approximately £28,000. SCSP will match fund these fees to provide a budget of £28,000 for Liftshare promotion across the Tactran area.

T Craggs asked if targets were available for these projects to show they are being successful. J Padmore advised a monitoring framework is being developed to help measure the success of modal shift initiatives which will be presented to a future meeting. N Gardiner advised that Travelknowhow includes targets for number of organisations joining as members.

Resolved:

- (i) To note progress on the Travelknowhow Scotland travel planning toolkit;
- (ii) To delegate authority to the Director and Treasurer to engage Shona Drummond Marketing to develop the Travelknowhow Staff Engagement App project, as described within the report;
- (iii) To note progress on the Sustainable Travel Grant Scheme 2018/19; and
- (iv) To note progress on Tactran Liftshare and agree to receive an update at a future Partnership meeting.

8. ACTIVE TRAVEL PROGRESS UPDATE

There was submitted a report by the Strategy Officer (Sustainable Transport) and the Cycle Training and Development Officer (RTP/18/44) asking the Partnership to delegate authority to the Director and Treasurer to procure consultants for Tactran Regional Walking and Cycling Network feasibility and design and Modal Share Cordon Counts; to endorse developing Active Travel Audits in Dundee and to note progress with various Active Travel initiatives across the region.

Councillor Short asked for clarification that Dundee City Council had been consulted regarding the development of the Active Travel Audits within Dundee. N Gardiner confirmed discussions had been held with DCC officers and they are content to progress with the proposals as outlined within the report.

B Benson asked for further information on the Modal Share Monitoring project. J Padmore advised there is a significant amount of information available that is currently gathered and that further information sources are being identified, with the modal share cordon counts forming part of this process. B Benson suggested holding a development session to enable more time for discussion.

Councillor Parrott asked if there is a timeframe for the development of the routes outlined in the Regional Active Travel Development Fund (RATDF). G Brown confirmed the intention is to have the project completed by June 2019 and to procure a suitable consultant to deliver within this timeframe. Councillor Parrot enquired about the long term deliverability of the projects. G Brown noted that these projects would be taken forward in line with constituent Council priorities and delivered when funding and resources are available.

M Craske asked about the Play On Pedals project and the possibility of developing it for areas that had social deprivation by providing balance bikes and bike libraries for children to gain access to these facilities. M Scott confirmed Cycling Scotland is considering a project next year which would take this forward and agreed to provide an update at a future Partnership meeting.

Regarding the Bus and Active Travel Summit, M Craske asked whether the Bus Investment Fund would be re-opened. The Director agreed to contact Transport Scotland regarding this.

T Craggs congratulated Tactran officers on the level of grant funding secured.

Resolved:

- (i) To delegate authority to the Director and Treasurer to procure suitably qualified and experienced consultants to take forward Tactran Regional Walking and Cycling Network feasibility and design, as detailed in the report;
- (ii) To endorse the intention to take forward design of Active Travel Audits in Dundee, utilising the services of Dundee City Council's City Engineers;
- (iii) To delegate authority to the Director and Treasurer to procure suitably qualified and experienced consultants to take forward the Modal Share Cordon Counts as detailed in the report;
- (iv) To note progress on 2018/19 Tactran Active Travel Grant and various active travel activities undertaken by the Strategy Officer (Sustainable Transport) and Cycle Training & Development Officer; and
- (v) To note the update from the 2018/19 Bus and Active Travel Summit.

9. 2018/19 BUDGET AND MONITORING

There was submitted a joint report by the Director and Treasurer (RTP/18/45) providing a monitoring update on the Partnership's Revenue and Capital expenditure, seeking approval of a revised RTS Revenue Programme Budget and asking the Partnership to delegate authority to the Director and Treasurer to progress a Regional Electric Vehicle Strategy.

Resolved:

- (i) To note the position regarding Core Revenue expenditure as at 31 October 2018 as detailed in Appendix A;
- (ii) To note progress on the 2018/19 RTS Revenue Programme and related expenditure as discussed within the report and detailed in Appendices B & C;
- (iii) To approve the revised 2018/19 RTS Revenue Programme as outlined in the report and Appendix C;
- (iv) To delegate authority to Director and Treasurer to procure suitably qualified and experienced consultants to develop a Regional Electric Vehicle Strategy, in partnership with our constituent Councils;
- (v) To note progress on the 2018/19 Capital Programme and related expenditure as discussed within the report and detailed in Appendix D; and
- (vi) To agree that any final year end underspend in Core and RTS Revenue Programme funding is carried forward as Deferred Income to supplement the 2019/20 Revenue Budget and Programme.

10. 2019/20 CORE REVENUE BUDGET

There was submitted a joint report by the Director and Treasurer (RTP/18/46) seeking the Partnership's approval of a proposed 2019/20 Core Revenue Budget.

T Craggs asked if there was any outcome from the Draft Scottish Government Budget published during week commencing 10 December 2018. D Coyne confirmed there was no information regarding RTPs, it would be early 2019 before further information is likely to be available.

Resolved:

- (i) To approve the proposed 2019/20 Core Revenue Budget as detailed in the Appendix to the report;
- (ii) To request that partner Councils make provision for their proposed respective funding contributions within their 2019/20 Revenue Budgets; and
- (iii) To agree to receive a report with a finalised 2019/20 Core Revenue Budget and proposed 2019/20 Regional Transport Strategy Revenue Programme Budget at its next meeting.

11. CONSULTATIONS REPORT

There was submitted a report by the Senior Strategy Officer (RTP/18/47) asking the Partnership to endorse a response to the Scottish Government's consultation on a draft Noise Action Plan for Dundee; to note the response to the Department for Transport's consultation on 'Proposals for new cycling offences'; to delegate authority to the Executive Committee to consider and approve a response to Transport Scotland's 'Transportation Noise Action Plan; and to delegate authority to the Executive Committee to consider and approve a response to an Office of Road and Rail's 'Improving Assisted Travel – A consultation on changes to guidance for train and station operators on Disabled People's Protection Policy'.

T Craggs asked if B Benson could be included within the report circulation for the ORR consultation. B Benson confirmed he was happy to feed comment into the consultation response.

Councillor Short asked within the Cycling Offences consultation response why there are a significant number of no comment responses. N Gardiner confirmed in some questions it was considered there was not enough information contained within the consultation documents and in questions relating to sentencing and specific legal aspects it was considered that this area of the consultation would be better commented on by legal experts. This was explained in the the covering report to the Executive Committee which is available in the Members area of the Tactran website.

J Padmore advised Perth & Kinross Council would undertake consultation on the Crieff Draft Air Quality Action Plan from 7 January to 18 February 2019 and the Partnership was asked to delegate authority to the Executive Committee to consider and approve a response to this consultation.

Resolved:

- (i) To endorse the response to Transport Scotland's Draft Noise Action Plan for Dundee as shown in Appendix A;
- (ii) To delegate authority to the Executive Committee to consider and approve a response to Transport Scotland's Transportation Noise Action Plan;
- (iii) To note the response to the Department for Transport's consultation on 'Cycling and Walking Investment Strategy safety review: proposals for new cycling offences' as shown in Appendix B; and
- (iv) To delegate authority to the Executive Committee to consider and approve a response to the Office of Road and Rail's 'Improving Assisted Travel – A consultation on changes to guidance for train and station operators on Disabled People's Protection Policy'.
- (v) To delegate authority to the Executive Committee to consider and approve a response to Perth & Kinross Council's consultation on Crieff Draft Air Quality Action Plan.

12. DIRECTORS REPORT

The was submitted a report by the Director (RTP/18/48) providing updates on the appraisal of non-Council Members; timescale for the NTS Review; activity and engagement through the RTP Chairs Forum; the collective RTP's response to the Local Governance Review; adoption of the Scottish Information Commissioner's Model Publication Scheme; the Scottish Open Government Action Plan and other matters of interest and relevance to the Partnership.

B Benson considered that the collective RTP response to the Local Governance Review contained in Appendix A to the report could be strengthened regarding working with Communities, Community Planning and Participatory Budgeting particularly regarding action by Partnership bodies. The Director confirmed that he was liaising with Community Planning Partners on this point, as almost every locality has connectivity highlighted as a priority issue.

Resolved:

- (i) To note the appraisals of the non-Council Members David Scotney and Trudy Craggs have been held and that the positive outcomes of the appraisals have been submitted to Scottish Ministers;
- (ii) To note the extension to the timescale for consultation on the NTS Review;
- (iii) To note the activity and discussions of the RTP Chairs Forum that met on 5 December 2018;
- (iv) To note the collective RTP response to the joint Scottish Government and COSLA promoted Local Governance Review;

- (v) To note the publication of the revised version of the Model Publication Scheme, to agree to adopt it and to select the date of this Board meeting as the 'last updated' date on the Partnership's web site; and
- (vi) To note the publication of the Scottish Open Government Action Plan 2018-20 and the intention to abide by the commitments made in it.

13. MEMBERS ISSUES AND AOCB

M Craske queried the inclusiveness of active travel and the possibility of a Cycling as a Service approach, particularly for children and investigating low cost provision/hire of cycles that could then be passed on as children grow. He also queried, for example, whether Local Authority bus service support could be used as match funding for local active travel schemes.

The Director noted that in general society was moving towards a service culture and G Brown said the issue of access to bikes had been highlighted in Sustrans Bikelife reports. M Scott noted that Cycling Scotland were keen to investigate children's access to bikes across the Tactran area and agreed to report on subsequent findings and actions at a future Partnership meeting.

14. DATES OF FUTURE MEETINGS

The dates for 2019 were approved as follows:

- 19th March in Dundee
- 18th June in Perth
- 17th September in Stirling
- 17th December in Forfar

IT WAS RECOMMENDED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULED 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973 (PART 1, PARAGRAPH 6)

P1. NTS Review – Roles & Responsibilities

There was submitted a report by the Director (RTP/18/49) advising the Partnership of the conclusions of the NTS2 Review Roles and Responsibilities work stream, and providing the opportunity for feedback to Transport Scotland on the emerging governance options.

Resolved:

- (i) The contents of Report RTP/18/49 be noted; and
- (ii) The Secretary be instructed to submit the feedback of Board Members on the proposals contained within Report RTP/18/49 to Transport Scotland.