

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

16 MARCH 2021

2021/22 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 2021/22 Revenue Budget and seeks approval of a revised 2021/22 Core Revenue Budget and proposed 2021/22 RTS Revenue and Capital Programmes.

1 RECOMMENDATIONS

1.1 That the Partnership:

- (i) notes partner Councils' requested Revenue contributions towards the 2021/22 Core Budget;
- (ii) notes the award of Scottish Government Grant in Aid of up to £522,750 in 2021/22;
- (iii) approves a revised 2021/22 Core Budget as detailed in Appendix A;
- (iv) approves an initial 2021/22 RTS Revenue Programme budget as detailed in sections 3.8 – 3.37 of the report and agrees to consider approval of a finalised 2021/22 Programme at the Partnership's next meeting on 15 June 2021;
- (v) approves the award of £60,000 to Fuse for the remaining elements of the MaaS Innovation Fund Round1 Tactran ENABLE MaaS project; and
- (vi) notes the potential 2021/22 Capital Income, approves the criteria for identifying suitable projects and agrees to receive a further report at its next meeting.

2 BACKGROUND

- 2.1 At its meeting on 15 December 2020 the Partnership approved a Core Revenue Budget for financial year 2021/22 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2021/22 Revenue Budgets (Report RTP/20/42 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2021/22, maintaining the current annual level of Grant in Aid funding.

3 DISCUSSION

2021/22 Core Revenue Budget

- 3.1 Tactran received confirmation on 1 February 2021 that Grant-in-Aid from Transport Scotland for 2021/22 will remain at up to £522,750. Partner Councils have now approved their 2021/22 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 2021/22 Budget approved on 15 December 2020, as follows:

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

- 3.2 The 2021/22 Core Revenue Budget, as approved on 15 December 2020 is detailed in Appendix A.
- 3.3 The previously approved Core budget included other income of £2,300 generated from accommodating and supporting an officer working under the auspices of the Society of Chief Officers of Transportation in Scotland (SCOTS) within the Partnership's offices. SCOTS have now confirmed they will not require this facility during 2021/22.
- 3.4 The Core budget assumes a flat 3% salary increase across all pay scales in 2021/22.
- 3.5 Third Party Payments have been increased by £4,620 to reflect the increase in the Audit Fee for 2020/21.
- 3.6 It should be noted that the opening reserve of £19,400 contains £12,400 unearmarked reserve and £7,000 earmarked reserve for re-location allowance and it is proposed that the revised budget achieves a closing unearmarked reserve of £15,000.
- 3.7 There are no other proposed revisions to the Core budget, as approved on 15 December 2020.

2021/22 RTS Revenue Programme

- 3.8 The Regional Transport Strategy (RTS) Revenue Programme is funded from Scottish Government's Grant in Aid allocation, supplemented by any additional contributions identified or secured from other funding sources.
- 3.9 As noted above Transport Scotland has confirmed the award of Scottish Government Revenue Grant in Aid of up to £522,750 for 2021/22. This maintains for a further year the annual level of Grant in Aid received since 2012/13.

- 3.10 The 2021/22 Core Budget provides for £392,308 of Scottish Government Grant in Aid being allocated towards Core costs, leaving a balance of £130,442 Grant in Aid available to support RTS implementation.
- 3.11 The Grant-in-Aid available to support RTS implementation next financial year. This amount will be supplemented by currently projected Deferred Income of £41,891 arising from final variances in the 2020/21 Core and Revenue Programme budgets, as discussed in the separate report on 2020/21 Programme and Monitoring. The provisional 2021/22 RTS Programme budget is therefore £172,333 subject to confirmation of final 2020/21 expenditure.
- 3.12 A proposed initial programme allocation of the anticipated budget of £172,333 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:

RTS Project/Strategy	2021/22 Allocation
Development of RTS and Delivery Plan	£16,250
Strategic Connectivity	£12,500
Health & Transport	£12,000
Active Travel	£19,000
Travel Planning	£9,000
Buses	£2,750
Park & Ride	£0
Rail	£3,000
Freight	£5,000
Travel Information	£63,500
Climate Change	£5,000
Contingency	£24,333
Total	£172,333

- 3.13 As indicated in the separate report on 2020/21 budget and programme, this amount will be supplemented by further grant award income of up to £557,932 from the following sources:
- Sustrans funding for Spaces for People monitoring (£140,000)
 - Scottish Government LRDF Grants for Stirling Strategic Park & Ride Study, Bridge of Earn Transport Appraisal, Tay Cities Park & Choose Strategy (£60,229, £29,231 and £78,327 respectively).
 - ENABLE MaaS project including Scottish Government grant, other partners funding and revenue income (£250,145).
- 3.14 In addition, it is anticipated that Scottish Government will provide up to £55,000 for maintenance and development of the Travelknowhow Scotland website. Paths for All will be managing the budget from 2021/22 onwards and discussions are currently underway regarding setting outcomes and objectives for the next 12 months.

- 3.15 Further opportunities for other income will be pursued throughout 2021/22.

Development of RTS and Delivery Plan

- 3.16 The proposed budget of £16,250 allows for annually recurring costs associated with statutory monitoring and reporting on the Regional Transport Strategy and Tactran's Digital Marketing Strategy. In addition, this year a further allowance is proposed for consultancy support in developing the new Regional Transport Strategy.

Strategic Connectivity

- 3.17 Tactran officers will continue 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 and updating of the Strategic Transport Projects Review (STPR).
- 3.18 The proposed budget of £12,500 makes provision for the Tay Cities Regional Transport Model. The Partnership has previously contributed a total of £150,000 towards the costs of developing the Tay Cities Regional Transport Model in partnership with the Tay Cities Deal Councils and Transport Scotland. As reported in a separate report to this meeting, it is anticipated that a further £12,500 will be required in 2021/22 to maintain the model.

Health & Transport

- 3.19 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

- 3.20 The proposed allocation of £19,000 includes provision for continued full year costs towards appointment of the embedded Regional Cycle Training & Development Officer in partnership with Cycling Scotland.

Travel Planning

- 3.21 The proposed allocation of £9,000 allows for recurring costs for development and maintenance of regional and local Liftshare websites.
- 3.22 As outlined above it is anticipated that this budget heading will be supplemented by additional Scottish Government grant, now managed by Paths for All, of up to £55,000 to support continued maintenance and development of the Travelknowhow Scotland travel planning website.

Buses

- 3.23 The proposed allocation of £2,750 provides for maintenance and potential development of the regional Thistle Assistance Card.

Park & Ride

- 3.24 Tactran is continuing to progress two Local Rail Development Fund (LRDF) appraisals which include consideration of Park & Ride: Strategic Park & Ride at Stirling and Tay Cities Park & Choose Strategy which is considering Park & Choose opportunities along the Montrose – Perth Corridor for both rail and bus.
- 3.25 In addition, through involvement in the Tay Cities and Forth Valley Bus Alliances bids are being developed to the Bus Partnership Fund, and this is likely to include an element of developing Park & Ride in both these areas.
- 3.26 Given the significant external funding that has been awarded for Park & Choose projects, no allocation has been provided within the RTS budget.

Rail

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

Freight

- 3.28 The proposed allocation of £5,000 allows for continuing support for Stirling and Tayside Timber Transport Group and other freight initiatives such as Lorry Route freight mapping in consultation with the Regional Freight Quality Partnership.

Travel Information Strategy

- 3.29 The proposed budget of £63,500 allows for Tactran's contribution towards the ENABLE Mobility as a Service (MaaS) project, as reported separately to this meeting. In addition, an allowance of £8,500 is provided in support for the Get on the Go Tayside social media campaign.
- 3.30 The contract strategy (approved by the Executive Committee in January 2020) for the provision of the Tactran ENABLE MaaS platform and interfaces identified estimated a cost of up to £590k, which was based on the known costs at the time. The overall budget, including the £550k award from Transport Scotland MIF (MaaS Innovation Fund) Round1, a £90k award from Paths for All and the £110k from Tactran was however based on estimated costs at the time of the bid submission (Sept 2019) and totalled £750k.

- 3.31 The approved tender for the provision of the platform and interfaces (apps), identified an initial cost of £560k, but also identified that further costs would be incurred but which could not be accurately assessed until certain stages of the project had been completed (e.g. the co-design with the pilot services). These stages have been completed, and the approved supplier, Fuse, has identified the remaining costs as £90k over the £560k. This remains as budgeted for, however as we originally sought authority from the Executive Committee for an award up to £590k (not £650k), authority needs to be sought for the additional £60k to enable commissioning of Fuse for the remaining elements of the MIF Round 1 project.

Climate Change

- 3.32 The proposed budget of £5,000 provides an allowance to support the continued development and implementation of the Regional Electric Vehicle Strategy and Delivery Plan, in partnership with all 4 constituent Councils.
- 3.33 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.
- 3.34 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

- 3.35 It is proposed that the balance of £24,333, around 14% of budget, is retained as a general Revenue Budget contingency to accommodate other emerging priorities and opportunities that may occur, including MaaS phase 2 and Bus Alliances support.
- 3.36 Proposals for full allocation of the available RTS Programme Budget for 2021/22, incorporating the final position in relation to underspend from 2020/21 and other anticipated income will be reported to the Partnership's next meeting on 15 June 2021.
- 3.37 The Partnership is asked to approve the indicative 2021/22 RTS Revenue Programme, as detailed above.

2021/22 Capital Income

Active Travel Grant and Regional Active Travel Development Fund

- 3.38 Tactran and Sustrans have been working in partnership to promote and deliver active travel projects in the Tactran region through the Active Travel Grant (ATG) scheme since 2014/15. The ATG has been designed to reflect and support Sustrans' Places for Everyone scheme and associated criteria, and implementation of the Tactran Regional Strategy Refresh 2015-2036, in particular Strategy 5.3 Active Travel. To date the ATG has awarded approximately £875,000 grant funding.
- 3.39 It is anticipated that a minimum of £100,000 will be provided by Sustrans to take forward Tactran's Active Travel Grant scheme in 2021/22.
- 3.40 Consultation with constituent Council officers is currently underway regarding the anticipated Scottish Government fund of £133,400. This is sought through the Regional Active Travel Development Fund (RATDF) grant in 2021/22.
- 3.41 Therefore, it is anticipated that a minimum of £233,400 Capital Funding will be available to Tactran for Active Travel projects in 2021/22. Following discussions with Sustrans, Transport Scotland and our Local Authority officers it is proposed that the criteria for both Active Travel Grant and Regional Active Travel Development Fund projects is for projects that will:
- take forward the recommendations of the 13 active travel audits previously undertaken at key settlements across Angus, Dundee, Perth & Kinross and Stirling Council areas;
 - develop and implement key routes within the Tactran Regional Walking and Cycling Network (TRWCN);
 - develop and implement access to key services within the Tactran Region
- 3.42 The Partnership is asked to approve the criteria for identifying 2021/22 Active Travel projects.
- 3.43 A further report on progress in identifying and agreeing projects will be provided at the next Partnership meeting.
- 3.44 In addition to the potential Capital Income set out above for Active Travel, Scottish Government provides continued grant funding to our constituent Councils to implement Cycling, Walking and Safer Streets (CWSS) projects and through Sustrans' Places for Everyone fund.

4 CONSULTATIONS

- 4.1 The report has been prepared in consultation with the Tactran Regional Transport 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.

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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/20/42, 2021/22 Core Revenue Budget and RTP/20/41, 2020/21 Budget and Monitoring, 15 December 2020.

Tactran Core Revenue Budget

	As Approved on 15/12/20	Proposed Amendment
	Approved 2021/22 Budget	Proposed 2021/22 Budget
	£	£
<u>Income</u>		
Scottish Gov Grant Revenue	382,858	392,308
Council Req's Revenue	103,020	103,020
Interest Received	0	0
Other Income	2,230	0
	488,108	495,328
<u>Expenditure</u>		
<u>Staff Costs</u>		
Salary GP	316,509	316,509
Salary Supn	52,617	52,617
Salary NI	35,477	35,477
Training/Conferences	1,200	1,200
Subscriptions	330	330
	406,133	406,133
<u>Property Costs</u>		
Energy	4,290	4,290
Cleaning	2,000	2,000
Maintenance	500	500
Rent	13,490	13,490
	20,280	20,280
<u>Supplies and Services</u>		
Office Consumables	4,125	4,125
Communications	2,500	2,500
Insurance	7,100	7,100
Information Technology	2,200	2,200
Hospitality	700	700
Board Expenses - misc.	500	500
	17,125	17,125
<u>Transport Costs</u>		
Travel and Subsistence	1,500	1,500
Public Transport	2,800	2,800
Expenses - Board Members	500	500
	4,800	4,800
<u>Third Party Payments</u>		
Audit Fees External	11,720	16,340
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	1,800	1,800
	46,770	51,390
Gross Expenditure	495,108	499,728
Net Income/(Expenditure)	(7,000)	(4,400)
Opening Core Reserves	22,000	19,400
Funding to/(from) Reserves	(7,000)	(4,400)
Closing Core Reserves	15,000	15,000