

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

Minute of the Meeting of the Tayside and Central Scotland Transport Partnership held virtually via Microsoft Teams on Tuesday 16 March 2021 at 10.30am.

Present: Provost Ronnie Proctor and Councillor Mark McDonald (Angus Council); Councillors Mark Flynn, Richard McCready and Lynne Short (substituting for Councillor Steven Rome) (Dundee City Council); Councillors Alasdair Bailey, David Illingworth and Andrew Parrott (Perth & Kinross Council); Councillor Jim Thomson (Stirling Council); Heather Anderson, Bryan Doyle, Paul Cronin and Amy McDonald (Members).

In Attendance: M Speed (Director); N Gardiner, N Moran, J Padmore, A Roger and M Smith and M Scott (Tactran); S Hendry (Secretary); W Scott (Angus Council); E MacNaughton and E Gourlay (Dundee City Council); D Coyne and A Deans (Perth & Kinross Council); D Hopper and K Argue (Stirling Council); C Windeatt and A Berwick, KPMG (for item 3); M Neil, Systra (for item 8).

Apologies for absence were received from: Councillor Steven Rome (Dundee City Council); Councillor Danny Gibson (Stirling Council) and Dr Jonathan Berg (Member).

Councillor Richard McCready, Chair, Presiding

The Chair welcomed everyone to the meeting and advised of the protocol regarding the virtual meeting.

1. DECLARATIONS OF INTEREST

None.

2. MINUTE OF MEETING OF 16 MARCH 2021

The minute of the meeting of the Tayside and Central Scotland Transport Partnership of 15 December 2020 was submitted and, following agreement to a slight change in wording by Dr Berg, approved as a correct record.

3. AUDIT STRATEGY 2020/21

There was submitted a report by the External Auditors, KPMG detailing the Audit Strategy for 2020/21. C Windeatt spoke to report and detailed the key points within the Strategy.

Councillor Flynn asked about the increase in Audit Fees and whether the figure was correct and if so could that be explained. C Windeatt noted that the figure was correct and the increase was due to audit time increasing as a result of increased audit scrutiny expected and also a requirement for the Partnership Board and auditor to be independent.

Resolved:

- (i) To note the Audit Strategy.

4. REVIEW OF RISK REGISTER

There was submitted a report by the Director (RTP/21/03) presenting the Partnership's Risk Register for annual review and approval by the Partnership.

Resolved:

- (i) To review the Risk Register which forms Appendix A to the report; and
- (ii) To agree to receive a further report reviewing and updated the Risk Register not later than March 2022.

5. 2020/21 BUDGET AND MONITORING

There was submitted a joint report by the Director and Treasurer (RTP/21/04) providing a monitoring update on the Partnership's Revenue and Capital expenditure and asking the Partnership to carry forward any final year end RTS Revenue Programme underspend to the next financial year.

Councillor Flynn asked about the active travel allocation, specifically the Spaces for People budget and if the carry over has been agreed with Sustrans and that the remaining budget will not have to be returned. The Director confirmed discussions with Sustrans have been held and there is agreement.

Resolved:

- (i) To note the position regarding Core Revenue expenditure as at 31 January 2021 as detailed in Appendix A;
- (ii) To note progress on the 2020/21 RTS Revenue Programme and related expenditure as discussed within the report and detailed in Appendices B and C;
- (iii) To agree that any final year end underspend in the RTS Revenue Programme funding is carried forward to supplement the 2021/22 Revenue Budget and Programme; and
- (iv) To note progress on the 2020/21 Capital Programme and related expenditure as discussed within the report and detailed in Appendix D.

6. 2021/22 CORE REVENUE BUDGET

There was submitted a joint report by the Director and Treasurer (RTP/21/05) updating the Partnership on Scottish Government and partner Council contributions towards the Partnership's 2021/22 Revenue Budget and seeking approval of a revised 2021/22 Core Revenue Budget and proposed 2021/22 RTS Revenue and Capital Programmes.

Councillor Flynn noted his disappointment that there was no allocation within the provisional 2021/22 RTS budget for Park & Ride.

N Gardiner noted that the Tay Cities Park & Choose Study funded through Transport Scotland's Local Rail Development Fund was a multi-modal study that is considering rail and bus Park & Ride opportunities around Dundee and Perth and there was funding available in 2021/22 to further develop the study. He also noted that the Bus Partnership Fund may provide another source to develop bus-based Park & Ride. However, it was acknowledged that there was a risk in relying on these other studies as sources of funding.

The Director said that consideration would be given to providing an allocation for Park & Ride in the finalised RTS Revenue budget to be brought back to the Partnership at its next meeting in June.

Resolved:

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

7. NATIONAL TRANSPORT STRATEGY 2 AND STRATEGIC TRANSPORT PROJECTS REVIEW UPDATE

There was submitted a report by the Senior Partnership Manager (RTP/21/06) providing the Partnership with an update on the National Transport Strategy Delivery Plan and progress with the Strategic Transport Projects Review and asking the Partnership to consider and approve proposed responses to STPR Phase 1 and Case for Change consultation.

Resolved:

- (i) To note the update provided for the National Transport Strategy and Strategic Transport Projects Review; and
- (ii) To approve proposed responses to the consultation on the STPR Phase 1 and Case for Change Reports.

8. REGIONAL TRANSPORT MODEL

There was submitted a report by the Strategy Officer (Strategic Connectivity) (RTP/21/07) asking the Partnership to note completion of the development of a Regional Transport Model covering the Tay Cities area.

M Neil, Systra gave a presentation on the Regional Model outlining its capabilities.

Councillor Bailey thanked M Neil for the presentation and asked if the model was able to identify finer details e.g. around the Coupar Angus/Blairgowrie A93/94 and the impact the CTRLR would have on traffic in those areas and in the Sidlaw Hills area. M Neil confirmed the model would be able to inform those questions. N Gardiner noted the forecast years did not currently include the effects COVID may have on travel growth, but this was not unique to the Tay Cities model, and a consistent approach would be taken to forecasting across Scotland.

Councillor Bailey asked if a previous model had been produced which could have predicted traffic previously for 2020. N Gardiner confirmed there has not been a regional model previously so there is no comparison available.

B Doyle asked about Bus Partnership Fund and the amount of evidence required, would the model provide a degree of that evidence? N Gardiner confirmed in terms of the bid into the BPF, which will be submitted in April, some of the data input into the model will be used, as opposed to the model itself due to time constraints. However, if the bid is successful the model would be used when developing the business cases.

Councillor Flynn asked if the model could contribute or take into account environmental aspects if used in conjunction with anything else e.g. traffic flows, congestion etc? M Neil confirmed the modelling outputs can be used to inform environmental analysis. N Gardiner confirmed it is a multi-modal model so can also consider modal shift. Councillor Flynn asked if there is a shift from car to bus the modelling could adapt to that. N Gardiner confirmed it could.

Councillor Parrott asked whether the model differentiated between passenger flows and freight flows. M Neil stated that rail freight was not specifically included in the model although freight is included on the road element of the modelling. Councillor Parrott asked why rail freight was excluded. M Neil said the rail freight element was not within the scope of the model and this type of model would not address that, it would need to be a freight specific model. N Gardiner noted that there are national rail freight models and the Rail Delivery Group is considering how these can be improved. Therefore, a different modelling tool would be used for rail freight, rather than the regional model.

Councillor Short asked how elected members can be made aware of such information like the Regional Transport Model if not present at Tactran meetings. N Gardiner noted that the Tay Cities Regional Transport Model Steering Group included officers from local authorities and they could provide awareness within each Council. He also noted that the model is just being completed and today was one of the first presentations given. It was intended to discuss how to best to raise awareness of model and its capabilities with the Tay Cities Heads of Economic Development group and use their advice on this.

The Chair said the information was pre-Covid and if there is any idea on how to model going forward following the impact of Covid and whether travel patterns from March 2020 will go back to normal or if there will be changes to work patterns e.g. more working from home. The Director confirmed the model will continue to be updated with new data and will remain up to date. N Gardiner confirmed there is ongoing work at Transport Scotland at a national model level regarding the impact of Covid-19 which will filter down into the regional models.

Resolved:

- (i) To note completion of the development of a regional transport model covering the Tay Cities area.

9. DIRECTORS REPORT

There was submitted a report by the Director (RTP/21/08) asking the Partnership to note updates on the Tay Cities Region Deal; Spaces for People Regional Monitoring, round 2 MaaS Investment Fund and Bus Partnership Fund. The Partnership was also asked to note Tactran's response to 'Cleaner Air for Scotland 2, Draft Air Quality Strategy' and responses to Union Connectivity Review.

Councillor Flynn approved the approach for the Bus Partnership Fund and that he would be happy to sign off the application on behalf of Dundee City Council. He also asked for further clarification around the data contained within Appendix A regarding the Spaces for People monitoring. There was a discussion regarding the usefulness of information provided in Appendix A and what data was being collected. The Director suggested a separate meeting with Councillor Flynn be organised with relevant Tactran and Dundee City Council officers.

Resolved:

- (i) To note updates on the Tay Cities Deal; Spaces for People Regional Monitoring; round 2 MaaS Investment Fund Bid and Bus Partnership Fund;
- (ii) To delegate authority to the Chair of Tactran to approve and sign the Bus Partnership Fund bids being developed within the region;
- (iii) To note the response to Scottish Government consultation on 'Cleaner Air for Scotland 2, Draft Air Quality Strategy' as approved by the Executive Committee in January 2020, as shown in Appendix B; and
- (iv) To note the Tactran and Tay Cities response and the joint RTP response to the UK Government's Union Connectivity Review in December 2020, as shown in Appendices C and D respectively.

10. A NEW REGIONAL TRANSPORT STRATEGY: MAIN ISSUES REPORT AND CONSULTATION STRATEGY

There was submitted a report by the Senior Strategy Officer (RTP/21/09) updating the Partnership on the work to produce a new Regional Transport Strategy for the Tactran region and asking the Partnership to approve the proposed content of a Main Issues Report for consultation and a consultation strategy.

M Smith gave a presentation on the proposed Consultation Strategy. H Anderson asked about engagement with the public via social media and any other affiliated organisations. J Padmore confirmed consultation with the public at the Main Issues Report stage and in Summer 2022 at the draft report stage. M Smith confirmed a number of social media platforms will be used e.g. LinkedIn, Twitter etc. The Director noted that it was the intention to have as wide a consultation as possible.

Councillor Parrott noted that although the Story Mapping proposed was good, he preferred written documents and asked whether this would be included. J Padmore noted that the intention would be to use a range of engagement materials and a pdf document would be included in this.

Provost Proctor suggested the Climate Change Group in Kirriemuir which is an active group be included as stakeholders.

Councillor Short supported the use of Story Mapping and asked for the MIR to be promoted to local Councillors so that they can engage with their constituents. She also requested the James Hutton Institute be included within the Dundee City actions as well. J Padmore confirmed the data would be presented in “travel to work” clusters as opposed to local authority areas.

The Director confirmed once the Storyboard is finished, he would schedule open sessions to engage with Board Members for feedback before going out to wider consultation.

B Doyle asked for Young Scots and the 2050 Climate Group to be included, which would engage a younger audience.

The Chair agreed it is a hugely important consultation and that all mediums should be used from traditional to more high-tech, such as Story Mapping, to reach as big an audience as possible.

Councillor Flynn noted the timescale was ambitious, particularly regarding the timing of Partnership meetings. JP agreed and suggested that additional workshops and interactive discussions with Members may be required.

Resolved:

- (i) To approve the content of a Main Issues Report for consultation included as Appendix A to this report; and
- (ii) To approve a consultation strategy included as Appendix B to this report.

11. MEMBERS ISSUES AND AOCB

The Director advised the lease for the Bordeaux House is due to be renewed in November 2022 and a decision is required by May 2021 whether to stay in the current accommodation or move. In addition to current accommodation, alternative locations within Perth city centre are being considered.

Councillor Short asked if a shared space would be considered or smaller offices given the working from home approach that has been adopted over the last year. The Director confirmed all options are being considered and that included an option that allowed for a hybrid of office and home working. The Partnership agreed to delegate authority to the Director to find suitable accommodation and negotiate a lease.

Provost Proctor stated he was pleased regarding the progress with the active travel Sidlaw path networks.

The Director informed the Board that N Moran was leaving Tactran and thanked him for all his work, noting he had been a great asset to Tactran and will be missed. The Chair also thanked N Moran for his hard work and wished him well in his new role.

The Chair stated that A McDonald had difficulties connecting into the meeting and asked that this be resolved for future meetings.

12. DATES OF FUTURE MEETINGS

The Chair confirmed the dates for 2021 and advised the meeting scheduled for 15th June will be held via Microsoft Teams and the options for future meetings will be discussed and agreed in due course.

15th June 2021 at 10.30am

14th September 2021 at 10.30am (KPMG 'In Camera' Session at 10am)

14th December 2021 at 10.30am

IT IS 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 SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT, 1973

Only Board Members and the Secretary remained for the following item

P1. ROLE OF PARTNERSHIP DIRECTOR

There was submitted a report by Senior Partnership Manager on behalf of the Chair of the Board (RTP/21/P1).

Resolved:

- (i) The proposals set out in Report RTP/21/P1 be approved.