

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

14 JUNE 2016

2016/17 REVENUE PROGRAMME AND MONITORING

JOINT REPORT BY DIRECTOR AND TREASURER

This report provides a monitoring update on Revenue expenditure and seeks the Partnership's approval of a revised 2016/17 Revenue Programme and Regional Freight Action Plan for 2016/17.

1 RECOMMENDATIONS

1.1 That the Partnership :-

- (i) notes the position regarding Core Revenue expenditure as at 31 May 2016 as detailed in Appendix A;
- (ii) notes progress on the 2016/17 RTS Revenue Programme and related expenditure as discussed in sections 3.3 - 3.42 of the report and detailed in Appendix B;
- (iii) approves the finalised 2016/17 RTS Revenue Programme as detailed in the report and Appendix B; and
- (iv) approves the Regional Freight Action Plan for 2016/17 as detailed in Appendix C.

2 BACKGROUND

- 2.1 At its meeting on 8 December 2015 the Partnership approved a Core Revenue Budget for financial year 2016/17 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2016/17 Revenue Budgets (Report RTP/15/40 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2016/17, maintaining the annual level of Grant in Aid funding.
- 2.2 At its meeting on 8 March 2016 the Partnership noted the Partner Councils' approval of requested Revenue contributions towards the approved 2016/17 Core Budget and confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2016/17. At the same meeting the Partnership approved an initial 2016/17 Regional Transport Strategy (RTS) Revenue Programme and agreed to receive a report on a finalised 2016/17 RTS Programme at its next meeting (Report RTP/16/12 refers).

3 DISCUSSION

2016/17 Core Revenue Budget

- 3.1 The approved Core Budget and expenditure to 31 May 2016 and projected expenditure to the financial year end are shown in Appendix A.
- 3.2 At this early stage in the financial year the outturn spend is projected to be on budget. The financial implications of proposals for revisions to Partnership staffing, as discussed in a separate report to this meeting, will be accommodated within the approved 2016/17 Core budget.

2016/17 RTS Revenue Programme

- 3.3 At its meeting on 8 March 2016, the Partnership approved an initial 2016/17 Regional Transport Strategy (RTS) Revenue Programme based on a budget of £197,035 provided from the balance of Scottish Government Grant in Aid (Report RTP/16/12 refers). At the same meeting the Partnership agreed that any underspend in the 2015/16 Core and RTS Revenue expenditure be carried forward as deferred income to supplement the 2016/17 RTS Revenue Programme (Report RTP/16/11 refers).
- 3.4 As reported separately, the Unaudited Accounts for 2015/16 include a final Deferred Income amount of £17,054, providing a revised budget of £214,089 available to fund RTS implementation work this financial year.
- 3.5 The opportunity has been taken to update RTS Revenue Programme budget headings to align with those used in the RTS 2015-2036 Refresh and the finalised RTS Delivery Plan 2016-21, for presentational and reporting consistency. This has resulted in the budget headings Health & Transport Framework and Road Safety being merged into one budget heading of Health and Transport and two further headings of Strategic Connectivity and Climate Change being included.
- 3.6 RTS programme expenditure to 31 May 2016 and projected expenditure to the financial year end is shown in Appendix B. Progress on individual elements of the RTS Revenue programme is outlined below. A number of proposed revisions to budget allocations are also discussed below and detailed in Appendix B.

Development of RTS and Delivery Plan (£8,000)

- 3.7 This provision allows for annually recurring costs associated with development of and statutory monitoring and reporting on the Regional Transport Strategy and Delivery Plan.
- 3.8 To date £2,649 expenditure has been incurred under this budget heading.

Strategic Connectivity

- 3.9 This allocation assists in the development of the RTS 2015 – 2036 Refresh detailed strategy on Strategic Connectivity, which aims to support the delivery of economic prosperity in the region through improvements to the networks and services that connect Tayside and Central Scotland to the rest of Scotland, the UK, Europe and globally.

- 3.10 City Deals are being developed for the Tay Cities region involving Dundee City, Perth & Kinross, Angus and Fife Councils and also by Stirling Council for the Stirling City area. The Councils are developing City Deals in partnership with a wide range of stakeholders, including Tactran, with connectivity likely to be an integral part of any deal. This may include a number of Strategic Connectivity projects identified within Tactran's updated Delivery Plan. Discussions are also ongoing with Transport Scotland, TAYplan and partner Councils on the need to progress assessment and implementation of various strategic connectivity proposals and projects identified in the RTS, TAYplan SDP and the Strategic Transport Projects Review and other national plans and strategies.
- 3.11 It is proposed that a provision of £20,000 is made to support potential work on Strategic Connectivity initiatives associated with ongoing discussions with Transport Scotland and emerging City Deal connectivity project development.
- 3.12 This is a new budget allocation with no commitment to date.

Health and Transport (£22,000)

- 3.13 This budget heading is a merging of the previous Health & Transport Framework (£10,000) and Road Safety (£12,000) budget headings to align with the RTS 2015 – 2036 Refresh Health & Transport detailed strategy.
- 3.14 This allocation provides for supporting continued development of locally relevant Health & Transport Action Plans through Community Planning Partnerships (CPPs), in support of the regional Health & Transport Framework. This work will be supported by extension of the appointment of consultants JMP, who have provided support and advice on development of the Framework and associated CPP-relevant Action Plans. A specific focus of this work during the coming year will be a review of the Regional Health & Transport Framework aimed at ensuring continued alignment with and supporting local outcomes in the review and updating of Single Outcome Agreements during 2016/17.
- 3.15 In addition this allocation makes provision for continuation of the Partnership's contribution towards the annual Safe Drive/Stay Alive road safety campaign in all four partner Council areas in support of CPP Community Safety Plans, nominally providing £3,000 to each constituent Local Authority area.
- 3.16 To date £12,000 has been committed under this budget heading.

Active Travel (£75,000)

- 3.17 This allocation aligns with the RTS Refresh Active Travel detailed strategy. The allocation includes provision for full year costs of up to £45,000 associated with continued appointment of the embedded Active Travel Officer in partnership with Sustrans, plus allowance for a continued contribution of up to £10,000 towards the annual Give Everyone Cycle Space campaign, in partnership with Cycling Scotland and Councils.

3.18 At its meeting on 8 March 2016 the Partnership noted that discussions were ongoing with Cycling Scotland on a partnership initiative involving the appointment of an embedded Cycle Training and Development Officer to support the development of cycle training in schools through the national Bikeability scheme; early years cycling in nurseries; adult cycle training and other activities to get more people cycling easily and safely, in support of RTS and Cycling Action Plan for Scotland (CAPS) aims and objectives. The Partnership agreed to delegate authority to the Director, in consultation with the Chair, to progress arrangements for this appointment (Report RTP/16/12 refers). Following a successful recruitment process a Regional Cycle Training and Development Officer is in the process of being appointed, with a view to taking up post during Summer 2016. The Active Travel budget provides a funding contribution of up to £20,000 towards this post, representing 50% of the estimated costs, with Cycling Scotland providing match-funding.

3.19 To date £65,000 has been committed under this budget heading.

Travel Planning (£35,000)

3.20 This allocation aligns with the RTS Refresh Travel Planning detailed strategy. The allocation of £35,000 allows for recurring licence costs for maintenance of the Liftshare and Travel Know How travel planning websites, plus allowance of up to £25,000 to support other Travel Planning and Sustainable Travel Grant Scheme initiatives.

3.21 As reported to the Partnership at its meeting on 8 March 2016, Transport Scotland has approached Tactran with a request to develop Travelknowhow to become a nationally available resource to support development and realisation of Government's aims and objectives in relation to workplace Travel Planning (Report RTP/16/09 refers). This has now been agreed and Transport Scotland has provided an additional £35,000 Grant in Aid to Tactran to support a national roll-out, in partnership with other RTPs, and work has now commenced with Shona Drummond Marketing and TPi Consultancy to develop Travelknowhow into a national resource.

3.22 As noted in a separate report to this meeting funding has been allocated to two projects through the Sustainable Travel Grant Scheme to Forth Valley College and Abertay University.

3.23 To date £12,002 expenditure has been incurred and a further £45,455 has been committed under this budget heading.

Buses (£10,000)

3.24 This allocation aligns with the RTS Refresh Buses detailed strategy. The allocation includes a previously committed funding contribution of £5,000 towards improved Stracathro Hospital bus services and regional maintenance of the Thistle Assistance Card.

3.25 To date £5,000 has been committed under this budget heading.

Park and Ride (£5,000)

- 3.26 This allocation aligns with the RTS Refresh Park and Ride detailed strategy. The allocation allows for contribution towards ongoing development of the Tay South Park & Ride/Choose facility in partnership with Dundee City Council, SEStran, Fife Council and Transport Scotland.
- 3.27 To date there has been no commitment under this budget heading.

Rail (£10,000)

- 3.28 This allocation aligns with the RTS Refresh Rail detailed strategy. The allocation provides for further development and promotion of the Tay Estuary Rail Strategy (TERS) and related regional and local rail service and infrastructure enhancements and priorities, working with the rail industry, Transport Scotland, partner Councils and neighbouring RTPs.
- 3.29 In early March 2016, the Minister for Transport and Islands announced a “Revolution in Rail” for 2018, which will introduce 200 additional new services every day, providing 20,000 more seats, thirty nine additional carriages and significant journey time improvements across Scotland. This announcement effectively confirmed Scottish Government agreement to the Partnership’s earlier request that the opportunity is taken to retain diesel rolling stock within Scotland and, among other improvements, is expected to deliver Tactran’s TERS proposals for an hourly stopping service between Arbroath and Glasgow, to complement the hourly intercity service between Aberdeen and Glasgow.
- 3.30 The Minister, in making the announcement, requested that ScotRail and RTPs continue to work closely to maximise the benefits of these planned service enhancements. Tactran has already commissioned consultants Steer Davies Gleave in March 2016 to undertake a detailed analysis of the outline proposals and is consulting with our constituent Council officers, ScotRail and Transport Scotland to achieve a rail service that is best tailored to the requirements of the individual constituent Council areas and the Tactran region as a whole.
- 3.31 The Partnership is asked to approve allocating a further £10,000, providing an increased allocation of £20,000 for this budget heading, to accommodate costs associated with further consultation and development of the “Revolution in Rail” proposals for 2018 in the Tactran region.
- 3.32 To date there has been no commitment under this budget heading.

Freight (£5,000)

- 3.33 This allocation aligns with the RTS Refresh Freight detailed strategy. A regional Freight Action Plan is developed and monitored by the Regional FQP Steering Group. The 2016/17 Action Plan is shown in Appendix C, which the Partnership is asked to approve.

3.34 The budget heading supports the Action Plan with potential allocations to support implementation of a consolidation centre for Dundee and contribution to the Stirling & Tayside Timber Transport Group's continued appointment of a Timber Transport Officer. In support of the Dundee consolidation centre proposal, Tactran's Strategy Manager has been invited to join the Board of the social enterprise intending to operate the consolidation centre as a Trustee.

3.35 To date there has been no commitment under this budget heading.

Travel Information (£10,000)

3.36 This allocation aligns with the RTS Refresh Travel Information detailed strategy. The budget allows for maintenance and further development of the www.gotoo.com multi-modal travel information website during 2016/17.

3.37 To date £3,000 has been committed under this budget heading.

Climate Change

3.38 This budget heading aligns with Tactran's Climate Change duties and the key mitigation areas identified in Tactran's Transport Carbon Assessment.

3.39 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.

3.40 Many of these are cross-cutting and the budget allocations under Health and Transport, Active Travel, Travel Planning, Buses, Park and Ride and Rail will contribute towards achieving Tactran's Climate Change duties. In addition Tactran is involved in partnership with other stakeholders on projects to promote low carbon vehicles and infrastructure and eco-driving, without having a financial commitment.

3.41 No financial allocation is directly allocated to this budget heading, but Climate Change contributions are being pursued under other budget headings and with partner organisations.

Contingency (£17,035)

3.42 As a result of the revised allocations discussed above, a reduced provision of £4,089 is proposed to accommodate other emerging Revenue costs and priorities.

3.43 The Partnership is asked to approve the finalised 2016/17 RTS Revenue Programme, as detailed above and in Appendix B.

4 CONSULTATIONS

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

Eric Guthrie
Director

Scott Walker
Treasurer

Report prepared by Niall Gardiner. For further information contact email niallgardiner@tactran.gov.uk or telephone 01738 475764.

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.

Report to Partnership RTP/15/40, 2016/17 Core Revenue Budget, 8 December 2015

Reports to Partnership RTP/16/09, Travel Planning: Progress Update, RTP/16/11, 2015/16 Revenue Programme and Monitoring and RTP/16/12, 2016/17 Revenue Budget and Programme, 8 March 2016

Tactran Income and Expenditure Account
Revenue
2016/2017
Detailed Statement - Core

Appendix A

Income	Budget	Actuals to 31	Projected	Variance to
	£	May 2016	Outturn	Budget
	£	£	2016/2017	£
			£	£
Scottish Government Grant Revenue Received	325,715	101,500	325,715	-
Deferred Income	-	0	-	-
Council Req's Revenue Rec'd	103,020	0	103,020	-
Interest Received	-	0	-	-
Other Income	2,230	254	2,230	-
	430,965	101,754	430,965	0
Expenditure				
<u>Staff Costs</u>				
Salary GP	262,755	543	262,755	0
Salary Supn	44,670	0	44,670	0
Salary NI	29,545	2	29,545	0
Training/Conferences	1,200	0	1,200	0
Subscriptions	330	50	330	0
	338,500	595	338,500	0
<u>Property Costs</u>				
Energy	4,800	(224)	4,800	0
Cleaning	2,000	(439)	2,000	0
Maintenance	1,000	0	1,000	0
Rent	13,400	3,373	13,400	0
Rates	5,700	0	5,700	0
	26,900	2,710	26,900	0
<u>Supplies and Services</u>				
Office Consumables	4,125	402	4,125	0
Communications	3,500	(407)	3,500	0
Insurance	6,140	0	6,140	0
Information Technology	1,000	(1,178)	1,000	0
Hospitality	700	148	700	0
Board Expenses - misc.	1,000	0	1,000	0
	16,465	(1,035)	16,465	0
<u>Transport Costs</u>				
Travel and Subsistence	2,000	0	2,000	0
Public Transport	2,200	314	2,200	0
Expenses - Board Members	1,000	0	1,000	0
	5,200	314	5,200	0
<u>Third Party Payments</u>				
Audit Fees External	9,900	(6,723)	9,900	0
PKC Finance Service	14,000	0	14,000	0
PKC Secretariat Service	8,000	0	8,000	0
Other Third Party Payments	12,000	(3,375)	12,000	0
	43,900	(10,098)	43,900	0
Gross Expenditure	430,965	(7,515)	430,965	0
Net Expenditure	0	(109,270)	0	0

Tactran Income and Expenditure Account
Revenue
2016/2017
Detailed Statement - RTS

Appendix B

	Approved Budget £	Proposed Budget £	Actuals to 31 May 2016 £	Committed 2016/2017	Projected Outturn 2016/2017 £	Variance to Budget £
Income						
Scottish Executive Grant Revenue Received	197,035	197,035		-	197,035	0
Deferred Income		17,054		-	17,054	0
Other Income - Transport Scotland Travelknowhow				35,000	35,000	35,000
	197,035	214,089	-	35,000	249,089	35,000
Expenditure on Projects						
2015/2016 Accruals	-	-	4,185	(4,185)	0	0
Development of RTS & Delivery Plan	8,000	8,000	2,649	-	8,000	0
Strategic Connectivity	-	20,000	-	-	20,000	0
Health and Transport	22,000	22,000	-	12,000	22,000	0
Active Travel	75,000	75,000	-	65,000	75,000	0
Travel Planning	35,000	35,000	12,002	45,455	70,000	35,000
Buses	10,000	10,000	-	5,000	10,000	0
Park & Ride	5,000	5,000	-	-	5,000	0
Rail	10,000	20,000	-	-	20,000	0
Freight	5,000	5,000	-	-	5,000	0
Travel Information	10,000	10,000	-	3,000	10,000	0
Climate Change	-	-	-	-	0	0
Contingency	17,035	4,089	-	-	4,089	0
Gross Expenditure	197,035	214,089	18,836	126,270	249,089	35,000
Net Expenditure	0	0	18,836	91,270	0	0

Regional Freight Action Plan

Strands	Actions for 2016/17	Revenue budget 2016/17
Overnight Lorry Parking	Consideration of inclusion of overnight lorry parking in Park & Ride proposals	Ongoing
Freight Consolidation Centre	Involvement in implementation of consolidation centres for Dundee and Perth	Staff time only
Timber Transport	Continuing membership of Stirling & Tayside Timber Transport Group	Staff time only
Support of Port Development and Rail Connections	South Montrose Development Masterplan implementation	Staff time only
	Highland Spring rail access – continuing support	Staff time only
Improved Information for Road Freight Industry	Updating and further development of freight page on www.tactran.gov.uk	Staff time only