

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP**27 MARCH 2018****2018/19 REVENUE 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 2018/19 Revenue Budget and seeks approval of a revised 2018/19 Core Revenue Budget and proposed 2018/19 Revenue Programme.

1 RECOMMENDATIONS**1.1 That the Partnership :-**

- (i) notes partner Councils' approval of requested Revenue contributions towards the 2018/19 Core Budget;
- (ii) notes the confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2018/19;
- (iii) approves a revised 2018/19 Core Budget as detailed in Appendix A;
- (iv) approves an initial 2018/19 Revenue Programme budget as detailed in sections 3.7 – 3.22 of the report and agrees to consider approval of a finalised 2018/19 Programme at the Partnership's next meeting on 26 June 2018; and
- (v) agrees to continue to jointly fund the post of Regional Cycle Training & Development Officer on a permanent basis in partnership with Cycling Scotland, subject to ongoing budgetary availability.

2 BACKGROUND

- 2.1 At its meeting on 12 December 2017 the Partnership approved a Core Revenue Budget for financial year 2018/19 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2018/19 Revenue Budgets (Report RTP/17/36 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2018/19, maintaining the current annual level of Grant in Aid funding.

3 DISCUSSION

2018/19 Core Revenue Budget

- 3.1 Partner Councils have now approved their 2018/19 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 2018/19 Budget approved on 12 December 2017, as follows :-

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

- 3.2 The 2018/19 Core Revenue Budget, as approved on 12 December 2017 is detailed in Appendix A. This includes a number of revisions to projected staffing costs to take account of the recent appointment to the position of Partnership Director with effect from 1 July 2018 and revised public sector pay award assumptions.
- 3.3 The previously approved Core budget had assumed a flat 2% salary increase across all pay scales in 2018/19. Following the Scottish Government's indication of a public sector pay award providing for a 3% increase at salaries up to £36,500 and 2% above that, the salaries budget has been adjusted to allow for these potential costs in line with Council budgetary planning assumptions. As detailed in Appendix A, the net effect is to increase projected salary and overall Core costs by £3,410, which it is proposed is met from Deferred Income from 2017/18, as detailed in Appendix A. There are no other proposed revisions to the Core budget, as approved on 12 December 2017.

2018/19 RTS Revenue Programme

- 3.4 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.
- 3.5 Transport Scotland has confirmed the award of Scottish Government Revenue Grant in Aid of up to £522,750 for 2018/19. This maintains for a further year the annual level of Grant in Aid received since 2012/13.
- 3.6 The approved 2018/19 Core Budget provides for £358,048 of Scottish Government Grant in Aid being allocated towards Core costs, leaving a balance of £164,702 Grant-in-Aid available to support RTS implementation next financial year. This amount will be supplemented by currently projected Deferred Income of £117,875 arising from final variances in the 2017/18 Core and Revenue Programme budgets, as

discussed in the separate report on 2017/18 Revenue Programme and Monitoring, generating a provisional 2018/19 RTS Programme budget of £282,577, subject to confirmation of final 2017/18 expenditure. As indicated in the separate report on Active Travel Progress Update, it is anticipated that this amount will be supplemented by a further Scottish Government grant of up to £30,000 to maintain the Travelknowhow Scotland Travel Planning initiative during 2018/19.

- 3.7 A proposed initial programme allocation of the anticipated budget of £282,577 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	2018/19 Allocation
Development of RTS and Delivery Plan	£10,000
Strategic Connectivity	£110,000
Health & Transport	£18,000
Active Travel ⁺	£60,000
Travel Planning*	£20,000
Buses	£10,000
Park & Ride	0
Rail	£15,000
Freight	£8,000
Travel Information	£12,000
Climate Change	0
Contingency	£19,577
Total	£282,577

⁺ excludes income of £40,142 from Sustrans to complete Phase 2 of Active Travel Audits.

* excludes anticipated additional £30,000 Travelknowhow grant pending formal confirmation.

Development of RTS and Delivery Plan

- 3.8 The proposed budget of £10,000 allows for annually recurring costs associated with statutory monitoring and reporting on the Regional Transport Strategy and anticipated further accessibility modelling in support of the RTS Monitoring Framework.

Strategic Connectivity

- 3.9 The proposed budget of £110,000 makes provision for supporting emerging 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).

- 3.10 The Partnership has previously agreed to contribute a total of £105,000 over financial years 2017/18 (£50,000) and 2018/19 (£55,000) towards the costs of developing the Tay Cities Regional Transport Model in partnership with the Tay Cities Deal Councils and Transport Scotland (Report RTP/17/35 refers). Discussions are continuing with Stirling Council colleagues on supporting the development of strategic connectivity and other relevant elements of the Stirling & Clackmannanshire City Deal. Pending further progress on this an equivalent provision of £55,000 for supporting the Stirling & Clackmannanshire City Deal during 2018/19 has been allowed within the proposed budget.
- 3.11 As has been reported to previous meetings, the ongoing review of the National Transport Strategy (NTS) will continue throughout 2018/19, with planned completion in summer 2019. Review of the NTS will be accompanied by review and updating of the Strategic Transport Projects Review (STPR), which is scheduled to commence in the later part of 2018. It is anticipated that work on supporting the development of both City Deals will include inputting to and influencing the next STPR.

Health & Transport

- 3.12 The proposed allocation of £18,000 includes a recurring allocation of £12,000/annum towards the annual Safe Drive/Stay Alive road safety campaign in all four partner Council areas in support of Community Safety Plans, plus a further £6,000 to support review and development of locally relevant aspects of the Health & Transport Strategy in support of emerging Locality Action Plans through Community Planning Partnerships (CPPs).

Active Travel

- 3.13 The proposed allocation of £60,000 includes provision for continued full year costs of up to £18,000 towards appointment of the embedded Regional Cycle Training & Development Officer in partnership with Cycling Scotland. The current post is a two-year temporary appointment which extends until the end of June 2018 (Report RTP/17/40 refers). As outlined in the separate Active Travel Progress Update report, the Cycle Training & Development Officer continues to successfully support, promote and implement a wide range of local, regional and national cycle training and development programmes and initiatives in support of the RTS, regional and local Active Travel Strategies, and the Cycle Action Plan for Scotland (CAPS). Following review of the success of this joint initiative with Cycling Scotland it is proposed that the position is appointed on a permanent basis based on the existing Service Level Agreement, with Cycling Scotland remaining

the employer and Tactran contributing up to £18,000/annum (approximately 45%) towards the cost of appointment, plus additional “in kind” support in the shape of office accommodation, IT and administrative support. The Partnership is asked to agree to continue to fund the post of Regional Cycle Training & Development Officer on a permanent basis, subject to budgetary availability.

- 3.14 The proposed budget also allows for a continued contribution of up to £10,000 towards local and national cycle campaigns, in partnership with Cycling Scotland and Councils, and a further £32,000 to support local and regional Active Travel projects and initiatives, including maximising local and regional potential to benefit from the significant increase in national Active Travel funding.

Travel Planning

- 3.15 The proposed allocation of £20,000 allows for recurring costs of approximately £8,000 for development and maintenance of regional and local Liftshare websites, plus an allowance of up to £12,000 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.
- 3.16 As outlined in 3.6 above it is anticipated that this budget heading will be supplemented by additional Scottish Government grant of up to £30,000 to support continued maintenance and development of the Travelknowhow Scotland travel planning online toolkit.

Buses

- 3.17 The proposed allocation of £10,000 provides for maintenance and potential development of the regional Thistle Assistance Card plus potential contributions towards bi-annual surveys of bus passenger usage and satisfaction and possible research into barriers to bus usage, in partnership with Transport Focus and the other RTPs.

Park & Ride

- 3.18 As previously reported, it is anticipated that Park & Ride/Choose proposals and priorities around Dundee, Perth and Stirling, as identified in the RTS and Park & Ride Strategy, will now be taken forward through the Tay Cities and Stirling & Clackmannanshire City Deals. Consequently no specific budgetary provision for Park & Ride is proposed at this time.

Rail

- 3.19 The proposed allocation of £15,000 provides for further development and promotion of Rail Strategy priorities working with the rail industry, Transport Scotland, partner Councils and neighbouring RTPs, including supporting and informing implementation of the Revolution in Rail proposals previously reported to the Partnership, plus provision for ongoing membership by Tactran and partner Councils of the East Coast Mainline Authorities (ECMA) consortium, as discussed in the separate Director's Report to this meeting.

Freight

- 3.20 The proposed allocation of £8,000 allows for development and review of a 2018/19 Freight Action Plan in consultation with the Regional Freight Quality Partnership, including the potential development of Sustainable Urban Logistics Plans (SULPs) for Stirling and Perth, in support of achievement of freight and logistics management and Air Quality objectives.

Travel Information Strategy

- 3.21 The proposed budget of £12,000 allows for ongoing maintenance and development of the www.gotoo.com multi-modal travel information website.

Climate Change

- 3.22 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.
- 3.23 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. 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. Therefore no financial allocation is directly allocated to this budget heading.

Contingency

- 3.24 It is proposed that £19,577 is meantime retained as a general Revenue Budget contingency to accommodate other emerging priorities and opportunities.

- 3.25 Proposals for full allocation of the available RTS Programme Budget for 2018/19, incorporating the final position in relation to Deferred Income from 2017/18 and other anticipated income, will be reported to the Partnership's next meeting on 26 June 2018.
- 3.26 The Partnership is asked to approve the initial 2018/19 RTS Revenue Programme, as detailed above.

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 Eric Guthrie. For further information contact email ericguthrie@tactran.gov.uk or telephone 01738 475771.

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/17/35 2017/18 Revenue Budget and Monitoring, RTP/17/36, 2018/19 Core Revenue Budget and RTP/17/40, Partnership Staffing, 12 December 2016

Tactran Core Revenue Budget

	As approved on 12/12/17	Proposed Amendment
	Proposed 2018/19 Budget	Proposed 2018/19 Budget
Income	£	£
Scottish Government Grant Revenue Received	358,048	358,048
Angus Council	23,595	23,595
Dundee City Council	29,265	29,265
Perth and Kinross Council	31,210	31,210
Stirling Council	18,950	18,950
Deferred Income		3,410
Other Income	2,230	2,230
	463,298	466,708
Expenditure		
<u>Staff Costs</u>		
Salary GP	294,265	297,162
Salary Supn	50,005	50,518
Salary NI	32,933	32,933
Training/Conferences	1,200	1,200
Subscriptions	330	330
	378,733	382,143
<u>Property Costs</u>		
Energy	4,800	4,800
Cleaning	1,600	1,600
Maintenance	500	500
Rent	13,400	13,400
Rates	-	-
	20,300	20,300
<u>Supplies and Services</u>		
Office Consumables	4,125	4,125
Communications	3,000	3,000
Insurance	6,140	6,140
Information Technology	200	200
Hospitality	700	700
Board Expenses - misc.	1,000	1,000
	15,165	15,165
<u>Transport Costs</u>		
Travel and Subsistence	2,000	2,000
Public Transport	2,200	2,200
Expenses - Board Members	1,000	1,000
	5,200	5,200
<u>Third Party Payments</u>		
Audit Fees External	9,900	9,900
PKC Finance Service	14,000	14,000
PKC Secretariat Service	8,000	8,000
Other Third Party Payments	12,000	12,000
	43,900	43,900
Gross Expenditure	463,298	466,708
Net Expenditure	0	0