

**TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP****17 MARCH 2020****2019/20 BUDGET AND MONITORING****JOINT REPORT BY DIRECTOR AND TREASURER**

This report provides a monitoring update on the Partnership's 2019/20 Revenue and Capital expenditure and asks the Partnership to carry forward any final year end underspend to the next financial year.

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

- (i) notes the position regarding Core Revenue expenditure as at 31 January 2020 as detailed in Appendix A;
- (ii) notes progress on the approved 2019/20 RTS Revenue Programme and related expenditure as discussed within the report and detailed in Appendices B and C;
- (iii) notes that the overspend in the core revenue budget will be offset against underspend in the RTS Revenue Programme;
- (iv) agrees that any final year end underspend in RTS Revenue Programme funding is carried forward to supplement the 2020/21 Revenue Budget and Programme; and
- (v) notes progress on the 2019/20 Capital Programme and related expenditure as discussed within the report and detailed in Appendix D.

**2 BACKGROUND**

- 2.1 At its meeting on 18 December 2018 the Partnership approved a Core Revenue Budget for financial year 2019/20 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2018/19 Revenue Budgets (Report RTP/18/46 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2019/20, maintaining the previous annual level of Grant in Aid funding.
- 2.2 At the same meeting the Partnership agreed that any underspend in Core and Revenue Programme funding be carried forward as Deferred Income to supplement the 2019/20 Revenue Budget Programme (Report RTP/18/45 refers).

- 2.3 At its meeting on 19 March 2019 the Partnership noted the Partner Councils' approval of requested Revenue contributions towards the approved 2019/20 Core Budget and confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2019/20. At the same meeting the Partnership approved an initial 2019/20 Regional Transport Strategy (RTS) Revenue Programme and agreed to receive a report on a finalised 2019/20 RTS Programme at its next meeting (Report RTP/19/10 refers).
- 2.4 At its meeting on 19 March 2019 the Partnership was informed that it was anticipated that a minimum allocation of £100,000 for the Active Travel Grant scheme would be provided to Tactran by Sustrans during the 2019/20 financial year (Report RTP/19/10 refers).
- 2.5 At the same meeting the Partnership was given an update on progress with a £133,400 allocation of Capital grant funding by Transport Scotland through the Regional Active Travel Development Fund which was completed by end of June 2019, in partnership with SEStran who also provided £46,600 to the project. In addition, the Partnership was informed of additional Active Travel Grant funding provided by Transport Scotland to deliver further Active Travel projects by end of June 2019 (Report RTP/19/07 refers).
- 2.6 At its meeting on 28 June the Partnership approved a finalised 2019/20 RTS Revenue Programme and received a monitoring update on general Revenue expenditure and Capital expenditure (Report RTP/19/20 refers). Further monitoring updates on Revenue and Capital expenditure was received at the Partnership meeting on 17 September 2019 and 17 December 2019 (Reports RTP/19/37 and RTP/19/46 refer).

### **3 DISCUSSION**

#### **2019/20 Core Revenue Budget**

- 3.1 The approved Core Budget and expenditure to 31 January 2020 and projected expenditure to the financial year end are shown in Appendix A.
- 3.2 As reported to the Partnership meeting on 17 December 2019, Graeme Brown, Strategy Officer (Sustainable Transport) commenced shared paternity leave on 27 November 2019 for an 8 month period, but will work up to 20 days as Shared Parental Leave In Touch (SPLIT) days. Over this period Merry Scott Consulting will provide Sustainable Transport cover for up to two days per week until end of July 2020. The leave and SPLIT arrangements result in a projected underspend in Staff Costs which is being used to fund the consultancy costs resulting in a projected increase in Other Third Party Payments.
- 3.3 Following the Partnership meeting on 17 December 2019, Tactran's Administrative Assistant's, Muriel Muirhead, application for Voluntary Retirement was approved, with the Administrative Assistant's duties accommodated within the other staff duties. The up-front pension cost to be met by Tactran in 2019/20 is £3,977, as detailed in Appendix A. Removal of the

post will result in Staff Costs reducing by £23,362 in 2020/21, and the 2020/21 Core Budget has been adjusted accordingly.

- 3.4 Also included within Appendix A is the cost associated with the Director's recruitment. The total adjustments result in an overall projected Staff Costs underspend of £6,223.
- 3.5 As previously reported, there is an overspend in Hospitality, due substantially to Tactran hosting the RTP Chairs meeting in June 2019 and there is a further overspend in Information Technology due to an increase of £1,200 for Office 365 licences. Savings in Communications and miscellaneous Board Expenses results in an overspend in Supplies and Services of £1,100. However, it is anticipated that savings in Transport Costs will offset this overspend.
- 3.6 There is also an overspend in Third Party payments as there has been an increase in External Audit Fees of £1,820. Also as previously reported, Merry Scott Consulting is providing paternity leave cover for the Strategy Officer (Sustainable Transport) resulting in a projected spend of £9,100. Also included within the projection is a further adjustment of £1,100 in respect of the cost of the additional 2018/19 pension report, and the anticipated cost for the 2019/20 pension report.
- 3.7 All other income and expenditure is currently projected to be on budget.
- 3.8 The Gross Core Budget expenditure is projected to be £5,797 over budget, due to Tactran's contribution to the Administrative Assistant Voluntary Retirement and the increase in External Audit Fees. It is proposed to offset the overspend in the core revenue budget with the underspend in the RTS Revenue Programme.

### **2019/20 RTS Revenue Programme**

- 3.9 The approved 2019/20 RTS Revenue budget of £167,577 comprises Scottish Government Grant in Aid totalling £138,603 plus £28,974 deferred income. In addition, other income of £1,256,081 as outlined in Appendix B has been secured to supplement the RTS Revenue budget. A number of these grant awards are for projects that will continue into next financial year and it is anticipated that £369,209 expenditure will be utilised in 2019/20 and up to £886,872 being utilised in 2020/21 and beyond.
- 3.10 RTS programme expenditure to 31 January 2020 and projected expenditure to the financial year end is shown in Appendix C. Progress on individual elements of the RTS Revenue programme are outlined below.

### **Development of RTS and Delivery Plan (£9,500)**

- 3.11 This provision allows for annually recurring costs associated with statutory monitoring and reporting on the Regional Transport Strategy. It also includes HR support and promotion of Tactran, as outlined in the Digital Marketing Strategy.

- 3.12 To date £10,986 expenditure has been incurred with a further £805 committed under this budget heading. It is therefore projected that the final outturn expenditure under this heading will be £11,791.

Strategic Connectivity (£60,000)

- 3.13 This provision allows for 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 of the National Transport Strategy (NTS) and the related review and updating of the Strategic Transport Projects Review (STPR).
- 3.14 As previously reported Tactran is developing the Tay Cities Regional Transport Model in partnership with the Tay Cities Deal Councils and Transport Scotland. As reported to the Partnership meeting on 25 September 2018, the total cost of the model development estimated to be up to £466,000, with Transport Scotland funding 50% and Tactran and the 4 Tay Cities Authorities providing 50%. The Partnership has previously contributed a total of £105,000 towards the costs of developing the model and it is anticipated that a further £35,000 will be required in 2019/20 to complete the model development. It is expected that the Tay Cities Regional Transport Model will be completed for use by the end of March 2020.
- 3.15 In addition, Tactran commissioned York Aviation to undertake a Tay Cities Aviation Study, to provide input into developing the Outline Business Case for Tay Cities Dundee Airport Investment project. Scottish Enterprise and Fife Council provided £7,000 each in 2018/19 towards the cost of the study with Tactran and Dundee City Council providing a £7,000 contribution each in 2019/20. The study was completed by end of June 2019 and has been used to inform and develop the Outline Business Case.
- 3.16 To date £14,226 expenditure has been incurred with a further £35,000 committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £50,000.

Health & Transport (£12,000)

- 3.17 This allocation provides for 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.
- 3.18 Scottish Fire and Rescue Service lead on planning the Safe Drive Stay Alive events, but rely on funding support from Tactran, Local Authorities and NHS. In addition to direct financial support Local Authorities assist with booking and financing venues as well as transporting pupils from schools to venues.
- 3.19 To date £12,000 expenditure has been incurred under this budget heading, with no further commitment anticipated. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £12,000.

### Active Travel (£41,500)

- 3.20 This allocation includes provision for continued full year costs towards appointment of the embedded Regional Cycle Training & Development Officer in partnership with Cycling Scotland and also allows for a contribution for the multi-modal monitoring project, for which Tactran is also receiving £20,000 grant income from Paths for All Smarter Choices Smarter Places Open Fund. The multi modal monitoring project commenced in 2018/19 with partner Councils also contributing £10,000 through their monitoring budgets. Consultants Systra were procured to arrange, manage and supervise the mode share surveys with the programme completed by the end of August 2019.
- 3.21 To date £28,509 expenditure has been incurred with a further £9,169 committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £37,678.

### Travel Planning (£200,009)

- 3.22 This allocation allows for recurring costs of approximately £9,000 for development and maintenance of regional and local Liftshare websites, plus an allowance for a contribution to developing a Travelknowhow Scotland App (Right Track) and to support and encourage the development of Travel Planning initiatives.
- 3.23 As shown in Appendix B, this budget heading is supplemented by additional Scottish Government grant of up to £64,977 to support continued maintenance and development of the Travelknowhow Scotland travel planning website.
- 3.24 A further £48,500 is also being provided by Paths for All Smarter Choices Smarter Places (SCSP) Open Fund to develop a Travelknowhow Scotland App (Right Track) and pilot its use, with the RTP's providing £48,500 match funding, of which Tactran's contribution is £6,470. The project commenced in late March 2019, with completion of the initial phase programmed for January 2020. Discussions are underway with Paths for All and partner RTPs regarding extending the pilot period.
- 3.25 Tactran has also been awarded £28,000 by Paths for All Smarter Choices Smarter Places Open Fund utilising the Liftshare licence fee investment within the region as match funding to create a promotional budget in order to raise awareness of the Liftshare platform across the region. Tactran has commissioned Liftshare to take forward this project programmed for completion in March 2020.
- 3.26 To date £141,181 expenditure has been incurred with a further £57,774 committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £198,955.

### Buses (£2,730)

- 3.27 This allocation provides for maintenance, promotion and potential development of the regional Thistle Assistance Card. The budget has been supplemented by contributions from Hitrans and Sestran totalling £1,730 as part of a joint promotion exercise.
- 3.28 As part of a Sestran-led project, a dedicated Thistle Assistance [website](#) and App has been developed and launched. This has included a new branding and new Thistle Assistance Cards being ordered.
- 3.29 To date £2,600 expenditure has been incurred with a further £571 committed under this budget heading. It is therefore anticipated that the final outturn expenditure under this budget heading will be £3,171.

### Park & Ride (£8,000)

- 3.30 There are a number of initiatives that are considering how to best advance Park & Ride facilities in the Tactran region.
- 3.31 Tactran in partnership with Stirling Council was successful in being awarded funding from round 1 of Transport Scotland's Local Rail Development Fund to take forward an appraisal of Strategic Park & Ride at Stirling. In addition, Tactran has been successful in being awarded further funding from round 2 of the Local Rail Development Fund to consider strategic Park & Ride at Dundee and Perth. This is discussed further in the Rail section of this report.
- 3.32 In addition, Fife Council, supported by Dundee City Council, Tactran and Tay Road Bridge Joint Board, was awarded grant of £235,000 by Transport Scotland to take forward the Tay Bridgehead Park & Choose business case development and design from funding available in 2019/20 for LEZ related sustainable travel measures. The project is updating Tay Bridgehead Park & Ride work that was undertaken in 2010. The 2010 proposal includes a Park & Ride site with an approximate 450 space car park, landscaping, access junction, drainage, lighting, CCTV, bus turning facilities, bus stances and shelters, EV charging.
- 3.33 Following the award of grant for the various Park and Choose projects outlined above no further funding has been committed and it is therefore anticipated that that there will be no expenditure under this budget heading.

### Rail (£126,599)

- 3.34 This allocation provides for ongoing membership by Tactran and partner Councils of the East Coast Mainline Authorities (ECMA) consortium.

- 3.35 In addition, Scottish Government is providing Local Rail Development Fund grants for Bridge of Earn/South Perth Transport Appraisal and Stirling Strategic Park & Ride Study with up to £83,200 and £113,030 available respectively to complete the two appraisals. These projects are being taken through the STAG process in 3 stages, the Case for Change, Initial Appraisal and Detailed Appraisal.
- 3.36 In early February 2020, the Case for Change report for the Stirling Strategic Park & Ride Study was completed and received approval from Transport Scotland to move onto the Initial Appraisal phase. At the time of writing it is anticipated that the Bridge of Earn/South Perth Transport Appraisal Case for Change report will be resubmitted imminently to Transport Scotland. Transport Scotland has extended the deadline for completion of the all three phases for both these projects by 6 months, to the end of September 2020. It is anticipated that £37,749 expenditure will be incurred on Stirling Strategic Park & Ride Study and £27,600 on Bridge of Earn/South Perth Transport Appraisal during 2019/20, with the remainder of the grant being utilised in 2020/21.
- 3.37 Tactran has been successful in being awarded £147,000 from round 2 of the Local Rail Development Fund to consider park & ride opportunities along the Perth-Montrose rail corridor that would complement the broader Tay Cities Park & Ride strategy and hence inform both the work of the Tay Cities Regional Transport Working Group as well as any submissions to Transport Scotland's second Strategic Transport Projects Review.
- 3.38 The study aims to identify whether:
- There are rail or coach opportunities between Dundee east and Arbroath/Montrose
  - There are rail or coach opportunities between Dundee west and Perth east
  - Any rail park & ride would complement the proposed Tay Bridgehead park and ride
  - There is any opportunity for Glasgow and/or Edinburgh services to turn around north of Perth, and whether there is sufficient demand in this corridor to justify such
- 3.39 As with previous LRDF award the study will follow the 3 stage STAG appraisal process, aiming for completion by end of March 2021. Consultants Stantec have been procured to undertake the appraisal and work has commenced on the Case for Change. It is anticipated that £58,250 expenditure will be utilised in 2019/20.
- 3.40 To date £15,885 expenditure has been incurred with a further £110,714 committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £126,599.

Freight (£10,000)

- 3.41 The allocation provides for continuing support for Stirling and Tayside Timber Transport Group and other freight initiatives such as HGV mapping in consultation with the Regional Freight Quality Partnership.
- 3.42 Tactran has a partnership through a Memorandum of Understanding agreement with Lorry Route to provide HGV/LGV mapping to make compliant routing information for commercial vehicles available to haulage companies and businesses with HGV/LGV fleet throughout the Tactran region and also provide a portal to report non-compliance. Lorry Route and Lorry Watch are now live on the Tactran.gov website, making this facility available throughout the Tactran region.
- 3.43 The cost for Lorry Route to provide this facility in 2019/20 is £2,990 and £1,200 per annum thereafter.
- 3.44 To date £6,488 expenditure has been incurred with no further commitments under this budget heading. It is therefore anticipated that the final outturn expenditure under this budget heading will be £6,488.

#### Travel Information Strategy (£48,871)

- 3.45 This provision allows for implementation of the travel information proposal contained within the Digital Marketing Strategy, in particular to support the Get on the Go social media campaign. The budget for this has been supplemented by £10,500 contribution by Angus, Dundee City and Perth & Kinross Councils.
- 3.46 In addition, expenditure has been incurred in the development of Mobility as a Service (MaaS) proposals for the region, in preparation of a bid to the Scottish Government's £2m MaaS Investment Fund. As noted at the Partnership meeting on 17 December 2019 (Report RTP/19/51 refers), Tactran bid for funding has been successful and work on progressing the project has commenced.
- 3.47 The Tactran ENABLE MaaS proposal has been awarded up to £550,112 from the MaaS Investment fund for a total project cost of £842,689. The £550,112 is supplemented by £260,000 match funding from Tactran and partners and also a predicted revenue income from the project of £32,577. Tactran's financial commitment is £10,000 in 2019/20, with further proposed provision of £55,000 in 2020/21 and £55,000 in 2021/22.
- 3.48 Details of the ENABLE MaaS project are outlined in a separate report to this meeting, including procurement, project partners, pilot areas and governance arrangements.
- 3.49 It is anticipated that £32,871 will be utilised in 2019/20 on the ENABLE MaaS project, including the £10,000 contribution from Tactran, with the bulk of the expenditure occurring in 2020/21 and 2021/22.



- 3.50 To date £22,939 expenditure has been incurred with a further £39,486 committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £62,425.

Climate Change (£10,000)

- 3.51 This provision allows for the completion of a Regional Electric Vehicle Strategy commenced during 2018/19, in partnership with all 4 constituent Councils.
- 3.52 As reported to the Partnership meeting on 19 March 2019 (Report RTP/19/09 refers), specialist consultants Urban Foresight were procured to develop a Regional Electric Vehicle Strategy for the region. Work commenced in February 2019 with the Regional EV Strategy being approved at the Partnership meeting on 17 September 2019 (Report RTP/19/35 refers). £20,000 expenditure was incurred in 2018/19, with a further £10,000 committed in 2019/20.
- 3.53 The inaugural Tactran Regional EV Delivery Forum was held on 6 February 2020 at Michelin Scotland Innovation Parc (MSIP), involving over 30 participants from a range of organisations, including Local Authorities, Transport Scotland, Infrastructure Providers, Car Club Operators, MSIP, Distribution Network Operators, Bus Operators and NHS Tayside. The Forum was focussed on developing a Delivery Plan for the Tactran EV Strategy, with the intention to have an agreed Plan by spring 2020.
- 3.54 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.
- 3.55 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.
- 3.56 To date £10,000 expenditure has been incurred with no further expenditure committed under this budget heading. It is therefore anticipated that that the final outturn expenditure under this budget heading will be £10,000.

Contingency (£7,577)

- 3.57 A contingency of £7,577 is available, which together with other expenditure incurred and committed under the various headings in the RTS Revenue programme provides an overall underspend of £17,679 in the RTS Revenue Budget.

- 3.58 As noted in paragraph 3.8 above, there is an overspend of £5,797 in the 2019/20 Tactran Core Budget and it is proposed to offset this against the RTS Revenue programme underspend, which will result in £11,882 underspend in the RTS Revenue programme.
- 3.59 It is proposed that any final year end underspend in RTS Revenue Programme funding is carried forward to supplement the 2020/21 Revenue Budget and Programme.
- 3.60 The Partnership is asked to note progress on the 2019/20 RTS Revenue Programme, as outlined above and detailed in Appendices B and C.

### **2019/20 Capital Programme**

#### **Regional Active Travel Development Fund**

- 3.61 The RTPs were awarded grants by Transport Scotland for a Regional Active Travel Development Fund totalling £1m across the 7 RTPs with Tactran receiving £133,400 to take forward sections of the Regional Walking and Cycling Network (RWCN) to feasibility and design. Three sections of the RWCN were identified as a priority: Brechin to Montrose; Dunkeld to Blairgowrie and Stirling to Plean and 2020 Consultancy were procured and commenced in March 2019, with the work completed by the end of June 2019. Agreement was made with Sestran over the continuation of the Stirling to Plean route to Forth Valley Royal Hospital and Larbert and SEStran contributed £46,600 to this work.
- 3.62 All RTPs submitted proposals to Transport Scotland regarding a further additional Regional Active Travel Development Fund Capital allocation in 2019/20, with Tactran being allocated a further £133,400. This funding is being used to take forward sections of Tactran Regional Walking & Cycling Network or to further develop Tactran Active Travel Audits, with 4 projects being implemented, namely:
- Aberargie Path NCN Bridge of Earn to Newburgh (£40,000)
  - Stirling to Plean Active Travel Route study (£40,000).
  - Arbroath to Friockheim Active Travel Feasibility study (£15,000)
  - North West Dundee Active Travel Design study (£38,400)

#### **Additional Active Travel Grant**

- 3.63 As reported to the Partnership meeting on 19 March 2019, Tactran officers were in discussion with Transport Scotland regarding additional Active Travel Grant. Tactran was subsequently awarded £233,300 to take forward 6 projects in Dundee City and Perth & Kinross. These projects were taken forward in partnership with the Local Authorities and were completed by the end of June 2019.

## Tactran Active Travel Grant

- 3.64 Tactran has secured a minimum allocation of £100,000 from Sustrans to take forward the Active Travel Grant (ATG) scheme in 2019/20. The ATG has been targeted at Health and Further and Higher Education facilities.
- 3.65 Five projects have been awarded grant funding with work progressing on each as outlined in the table below:

<b>Organisation</b>	<b>Project</b>	<b>Outline Costs</b>
Angus Council	All ability access routes to Angus Health centres	£42,000
Dundee City Council	Infrastructure works to support an electric bike hire scheme at NHS and HE/FE sites across Dundee city	£15,000
Dundee City Council	Secure cycle parking for Students as part of a wider cycle parking strategy for Dundee city	£16,000
Dundee City Council / NHS Tayside	Signage and wayfinding at Ninewells Hospital	£7,000
Perth & Kinross Council	Green Route connecting health facilities in Dunning and Glenfarg	£20,000
<b>Total</b>		<b>£100,000</b>

- 3.66 The Partnership is asked to note progress on the 2019/20 Capital Programme, as outlined above and detailed in Appendix D.

## **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.

**Tom Flanagan**  
Director

**Scott Walker**  
Treasurer

Report prepared by Niall Gardiner. For further information contact email [niallgardiner@tactran.gov.uk](mailto: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.

Reports to Partnership RTP/18/45, 2018/19 Budget and Monitoring and RTP/18/46, 2019/20 Core Revenue Budget, 18 December 2018

Reports to Partnership RTP/19/07, Active Travel Progress Update, RTP/19/09 2018/19 Budget and Monitoring and RTP/19/10, 2019/20 Budget and Programme, 19 March 2019

Report to Partnership RTP/19/20 2019/20 Budget and Monitoring, 18 June 2019.

Report to Partnership RTP/19/35, Regional Electric Vehicle Strategy and RTP/19/37, 2019/20 Budget and Monitoring, 17 September 2019

Report to Partnership RTP/19/46, 2019/20 Budget and Monitoring and RTP/19/51 Director's Report, 17 December 2019

**Tactran Income and Expenditure Account**  
**Revenue**  
**2019/20**  
**Detailed Statement - Core**

Appendix A

	Budget	Actuals to 31 January 2020	Projected Outturn 2019/20	Actual Variance to Budget
	£	£	£	£
<b>Income</b>				
Scottish Government Grant Revenue Received	384,147	384,147	389,944	5,797
Deferred Income	-	-	-	0
Council Req's Revenue Rec'd	103,020	84,581	103,020	0
Interest Received	-	-	-	0
Other Income	2,230	2,230	2,230	0
	<b>489,397</b>	<b>470,958</b>	<b>495,194</b>	<b>5,797</b>
<b>Expenditure</b>				
<u>Staff Costs</u>				
Salary GP	313,869	213,388	303,784	(10,085)
Salary Supn	53,358	35,554	52,333	(1,025)
Salary NI	34,975	23,176	33,685	(1,290)
Training/Conferences	1,200	731	1,200	0
Subscriptions	330	285	330	0
Early Retirement	-	-	3,977	3,977
Recruitment	-	-	2,200	2,200
	<b>403,732</b>	<b>273,134</b>	<b>397,509</b>	<b>(6,223)</b>
<u>Property Costs</u>				
Energy	4,290	3,488	4,290	0
Cleaning	2,000	119	2,000	0
Maintenance	500	45	500	0
Rent	13,400	12,366	13,400	0
Rates	-	-	-	0
	<b>20,190</b>	<b>15,780</b>	<b>20,190</b>	<b>0</b>
<u>Supplies and Services</u>				
Office Consumables	4,125	2,671	4,125	0
Communications	3,000	1,649	2,500	(500)
Insurance	5,800	5,339	5,800	0
Information Technology	200	225	1,400	1,200
Hospitality	700	1,783	1,900	1,200
Board Expenses - misc.	1,000	-	200	(800)
	<b>14,825</b>	<b>11,667</b>	<b>15,925</b>	<b>1,100</b>
<u>Transport Costs</u>				
Travel and Subsistence	1,800	1,108	1,700	(100)
Public Transport	3,500	2,228	3,000	(500)
Expenses - Board Members	1,000	225	500	(500)
	<b>6,300</b>	<b>3,561</b>	<b>5,200</b>	<b>(1,100)</b>
<u>Third Party Payments</u>				
Audit Fees External	9,900	-	11,720	1,820
PKC Finance Service	14,000	14,000	14,000	0
PKC Secretariat Service	8,000	8,000	8,000	0
PKC Legal Services	3,000	3,000	3,000	0
PKC IT Services	8,250	-	8,250	0
Other Third Party Payments	1,200	1,531	11,400	10,200
	<b>44,350</b>	<b>26,531</b>	<b>56,370</b>	<b>12,020</b>
Gross Expenditure	<b>489,397</b>	<b>330,673</b>	<b>495,194</b>	<b>5,797</b>
Net Expenditure	<b>0</b>	<b>(140,285)</b>	<b>0</b>	<b>0</b>

Core

Appendix B

Third Party Contributions 2019/20  
RTS Revenue

	Project	Swestrans	Hitrans	Sestran	SPT	Nestrans	Zettrans	Transport Scotland	Dundee City Council	Perth & Kinross Council	Stirling Council	Angus Council	Paths for All	Total Contributions	
														2019/20	Future Years
Development of RTS & Delivery Plan														£0	
Strategic Connectivity	Tay Cities Aviation Strategy								£7,000					£7,000	
Health and Transport														£0	
Active Travel	Multi-Modal Monitoring - SCSP Open Fund												£20,000	£20,000	
Travel Planning	TravelKnowhow App Pilot - SCSP Open Fund	£5,050	£6,470	£9,710	£11,907	£6,470	£2,425						£48,500	£90,532	
	TravelKnowHow Scotland - Website/Marketing							£64,977						£64,977	
	Liftshare - SCSP Open Fund												£28,000	£28,000	
Buses Strategy	Thistle Card		£865	£865										£1,730	
Park & Ride														£0	
Rail	LRDF Stirling South Park & Ride Study							£113,030						£37,749	£75,281
	LRDF Bridge of Earn Transport Appraisal							£83,200						£27,600	£55,600
	LRDF Tay Cities P&R Study							£147,000						£58,250	£88,750
Freight														£0	
Travel Information	Get on The Go Social Media								£3,500	£4,000		£3,000		£10,500	
	Mobility as a Service							£22,871						£22,871	£667,241
Climate Change															
Total														£369,209	£886,872

**Tactran Income and Expenditure Account**  
**Revenue**  
**2019/2020**  
**Detailed Statement - RTS**

Appendix C

	<b>Approved Budget</b>	<b>Other Income</b>	<b>Total Budget</b>	<b>Actuals to 31 Jan 2020</b>	<b>Committed 2019/2020</b>	<b>Projected Outturn 2019/2020</b>	<b>Variance to Total Budget</b>
	<b>£</b>			<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income</b>							
Scottish Executive Grant Revenue Received	138,603		138,603	99,853	32,953	<b>132,806</b>	<b>(5,797)</b>
Deferred Income	28,974		28,974	28,974		<b>28,974</b>	<b>0</b>
Other Income - See Appendix B for detail		369,209	369,209	153,351	215,858	<b>369,209</b>	<b>0</b>
	<b>167,577</b>	<b>369,209</b>	<b>536,786</b>	<b>282,178</b>	<b>248,811</b>	<b>530,989</b>	<b>(5,797)</b>
<b>Expenditure on Projects</b>							
Development of RTS & Delivery Plan	9,500		9,500	10,986	805	<b>11,791</b>	<b>2,291</b>
Strategic Connectivity	53,000	7,000	60,000	14,226	35,000	<b>50,000</b>	<b>(10,000)</b>
Health and Transport	12,000		12,000	12,000	-	<b>12,000</b>	<b>0</b>
Active Travel	21,500	20,000	41,500	28,509	9,169	<b>37,678</b>	<b>(3,822)</b>
Travel Planning	16,500	183,509	200,009	141,181	57,774	<b>198,955</b>	<b>(1,054)</b>
Buses	1,000	1,730	2,730	2,600	571	<b>3,171</b>	<b>441</b>
Park & Ride	8,000		8,000	-	-	<b>0</b>	<b>(8,000)</b>
Rail	3,000	123,599	126,599	15,885	110,714	<b>126,599</b>	<b>0</b>
Freight	10,000		10,000	6,488	-	<b>6,488</b>	<b>(3,512)</b>
Travel Information	15,500	33,371	48,871	22,939	39,486	<b>62,425</b>	<b>13,554</b>
Climate Change	10,000		10,000	10,000	-	<b>10,000</b>	<b>0</b>
Contingency	7,577		7,577	-	-	<b>0</b>	<b>(7,577)</b>
<b>Gross Expenditure</b>	<b>167,577</b>	<b>369,209</b>	<b>536,786</b>	<b>264,814</b>	<b>253,519</b>	<b>519,107</b>	<b>(17,679)</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(17,364)</b>	<b>4,708</b>	<b>(11,882)</b>	<b>(11,882)</b>

**Tactran Income and Expenditure Account**  
**Revenue**  
**2019/20**  
**Detailed Statement - Capital Grants**

	Budget	Actuals to	Committed	Projected	Variance to
	£	31 Jan 2020	2019/20	Outturn	Budget
Income	£	£		£	£
Transport Scotland - Regional Active Travel Development Fund	266,800	133,400	133,400	<b>266,800</b>	-
SEStran - Regional Active Travel Development Fund Contribution	46,600	46,600	-	<b>46,600</b>	-
Transport Scotland - Additional Active Travel Grant	233,300	233,300	-	<b>233,300</b>	-
Sustrans - Tactran Active Travel Grant	100,000	-	100,000	<b>100,000</b>	-
	<b>646,700</b>	<b>413,300</b>	<b>233,400</b>	<b>646,700</b>	-
<b>Capital Grant Expenditure</b>					
<b>Regional Active Travel Development Fund</b>					
Walking & Cycling Feasibility Study	180,000	178,363	1,637	<b>180,000</b>	-
Aberargie path NCN Bridge of Earn to Newburgh	40,000	-	40,000	<b>40,000</b>	-
Stirling to Plean Active Travel Route	40,000	-	40,000	<b>40,000</b>	-
Arbroath to Friockheim Feasibility	15,000	-	15,000	<b>15,000</b>	-
Dundee Active Travel Audit Development	38,400	-	38,400	<b>38,400</b>	-
<b>Additional Transport Scotland Active Travel Grant</b>					
DCC - Active Travel Audit Work in Dundee City	5,300	5,300	-	<b>5,300</b>	-
DCC - North East Campus	30,000	30,000	-	<b>30,000</b>	-
Ninewells Hospital - Footway Upgrade	30,000	30,000	-	<b>30,000</b>	-
DCC - Wayfinding Information Signage	43,000	43,000	-	<b>43,000</b>	-
PKC Auchterarder Community School	35,000	35,000	-	<b>35,000</b>	-
PKC Aberargie path phase 1	90,000	90,000	-	<b>90,000</b>	-
<b>Tactran Active Travel Grant</b>					
Angus Council - Access to health centres	42,000	-	42,000	<b>42,000</b>	-
DCC - Electric Bike infrastructure	15,000	-	15,000	<b>15,000</b>	-
DCC - Student Bike parking	16,000	-	16,000	<b>16,000</b>	-
DCC/NHST - Ninewells Wayfinding	7,000	-	7,000	<b>7,000</b>	-
PKC - Green Routes - Dunning/Glenfarg	20,000	-	20,000	<b>20,000</b>	-
Gross Expenditure	<b>646,700</b>	<b>411,663</b>	<b>235,037</b>	<b>646,700</b>	-
Net Expenditure	-	<b>(1,637)</b>	<b>1,637</b>	-	-