

TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP

11 JUNE 2024

2024/25 BUDGET AND MONITORING

JOINT REPORT BY DIRECTOR AND TREASURER

Purpose

This report provides a monitoring update on the Partnership's Revenue and Capital expenditure and seeks the Partnership's approval of a 2024/25 RTS Revenue Programme.

Summary

The Partnership approved a 2024/25 Core Budget and an initial RTS Revenue Budget at its meeting on 12 March 2024. Since March, the Core Reserves balance has been finalised at £42,148, of which £8,789 has been transferred to RTS revenue.

An RTS Revenue Programme Budget of £112,967, including an opening reserve of £48,366, is available in 2024/25 to fund RTS implementation work. In addition, Transport Scotland has awarded a 2024/25 grant to Tactran of £1,807,352 for Active Travel Behaviour Change – People and Place.

1 RECOMMENDATIONS

1.1 That the Partnership:

- (i) notes the position regarding Core Revenue expenditure as at 30 April 2024 as detailed in Appendix A;
- (ii) notes progress on and approves the 2024/25 RTS Revenue Programme and related expenditure as discussed within the report and detailed in Appendices B; and
- (iii) notes progress on the 2024/25 Active Travel Behaviour Change and Access to Bikes Grant and related expenditure as discussed within the report and detailed in Appendix C.

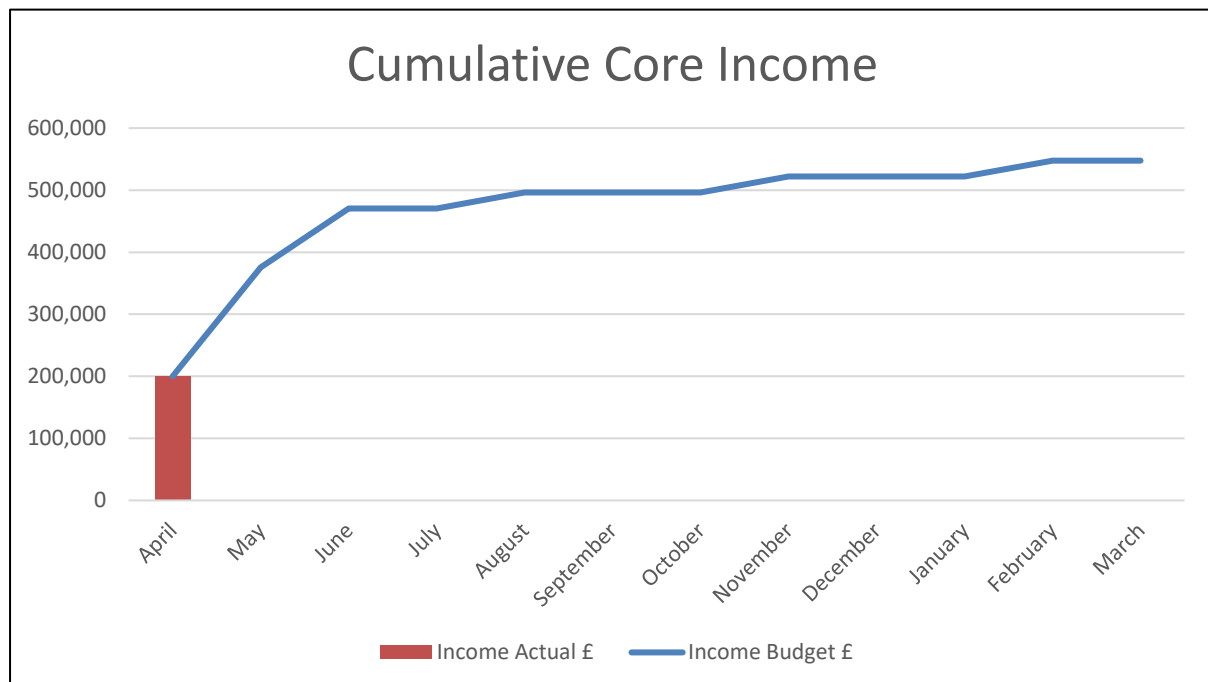
2 BACKGROUND

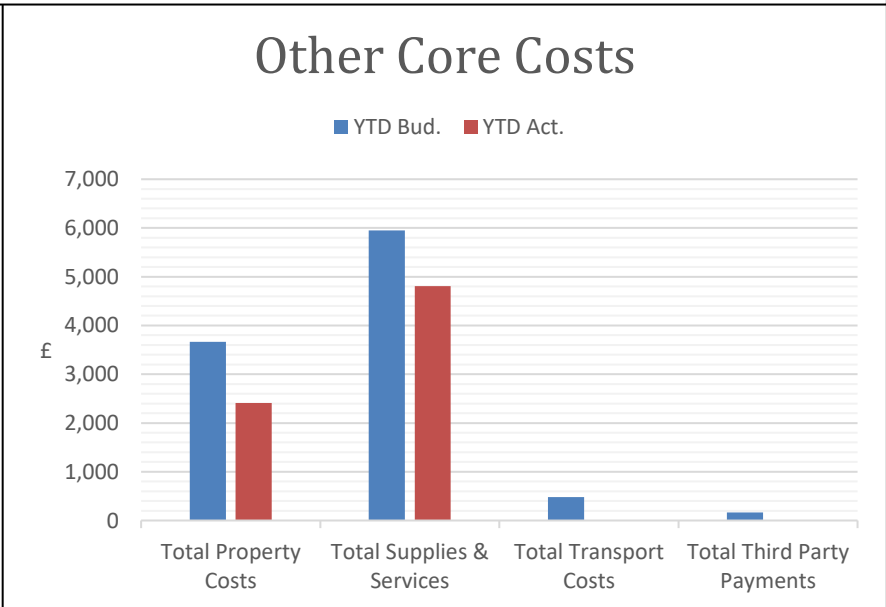
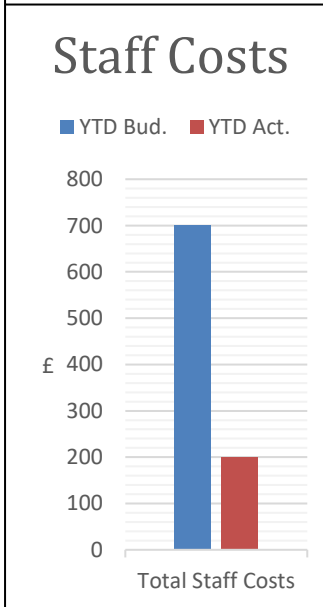
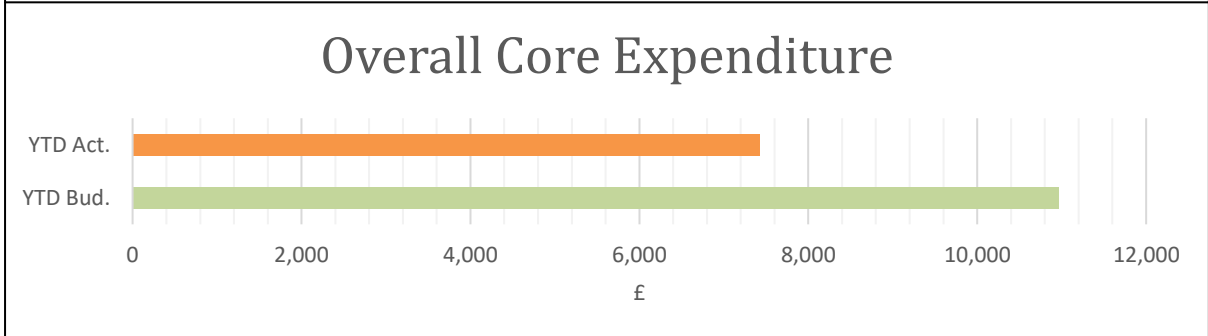
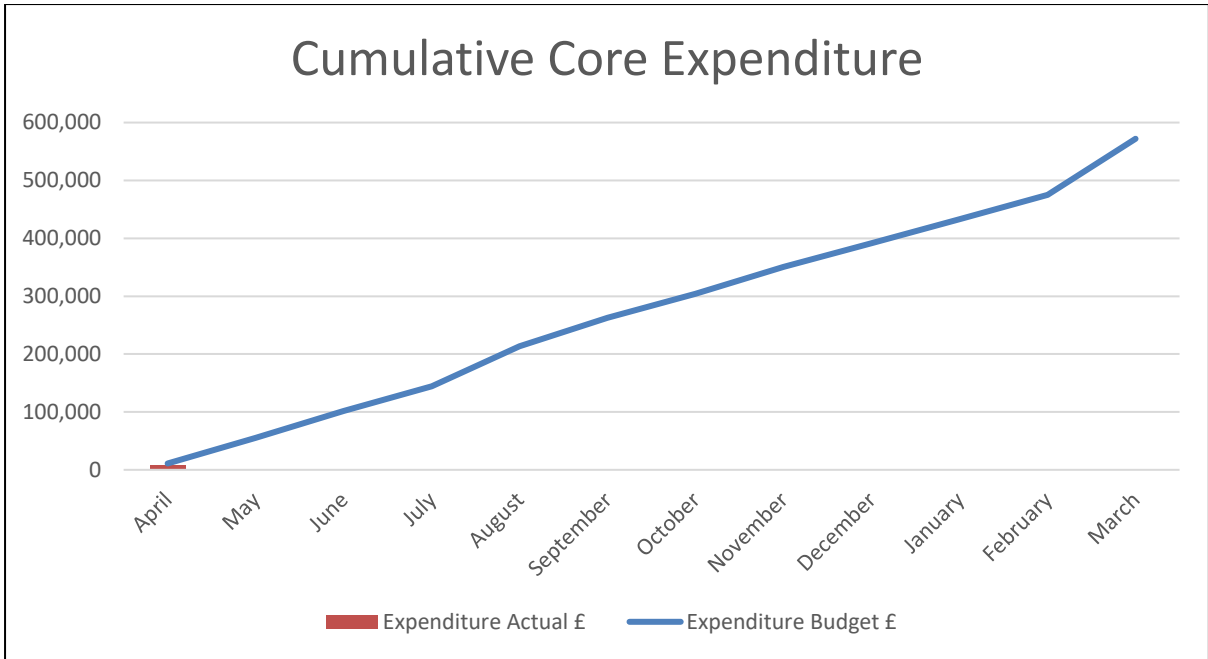
- 2.1 At its meeting on 12 December 2023 the Partnership approved a Core Revenue Budget for financial year 2023/24 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2024/25 Revenue Budgets (Report RTP/23/33 refers). At that time the Partnership also noted the anticipated level of Scottish Government Grant-in-Aid funding to be provided for 2024/25 to Regional Transport Partnerships was yet to be published.

- 2.2 At its meeting on 12 March 2024 the Partnership noted the Partner Councils were in the process of approving their 2024/25 budget and that it was understood all had included provision of requested Revenue contributions towards the approved 2024/25 Core Budget. It was also noted that Tactran had yet to receive confirmation of Scottish Government Grant in Aid award, however it was anticipated that it would be maintained at previous years' level of up to £522,750 in 2024/25.
- 2.3 At the same meeting the Partnership approved an initial 2024/25 Regional Transport Strategy (RTS) Revenue Programme and agreed to receive a report on a finalised 2024/25 RTS Programme at its next meeting (Report RTP/24/07 refers).
- 2.4 Also at its March 2024 meeting the Partnership was informed that it was anticipated Tactran will receive approximately £1.9m grant funding directly from Transport Scotland in 2024/25 for Active Travel Behaviour Change initiatives with the funding being titled People and Place.
- 2.5 Subsequent to the March 2024 meeting all constituent Councils confirmed approval of their respective funding contributions towards the approved 2024/25 Core Budget. However, Scottish Government on 26 March 2024 notified Tactran that it was seeking a 5% reduction in Grant in Aid reducing the £522,750 received in 2023/24 to Grant in Aid of up to £496,612 in 2024/25.

3 DISCUSSION

2024/25 Core Revenue Budget

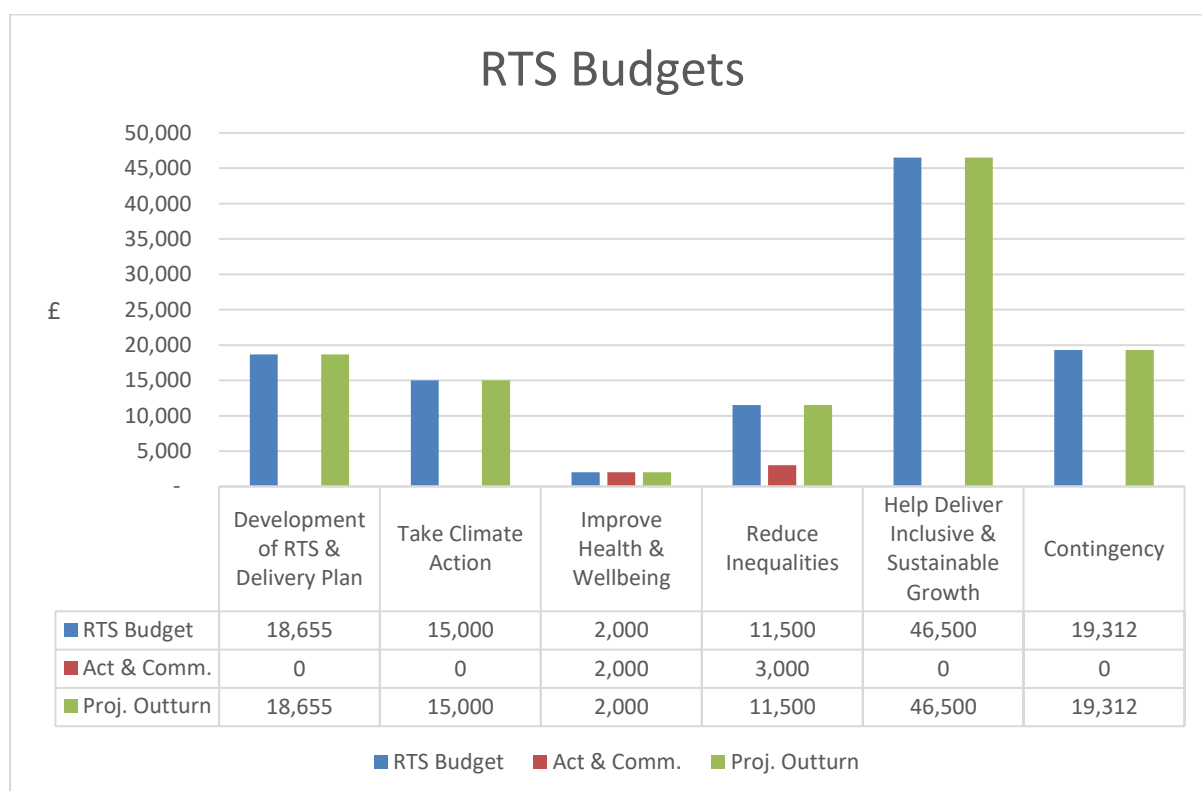




3.1 The approved Core Budget and expenditure to 30 April 2024 and projected expenditure to the financial year end are shown in Appendix A.

- 3.2 Following closure of the 2023/24 annual accounts, the Reserves balance has been finalised and, with a transfer of £8,789 from Core to RTS Revenue, the opening balance for 2024/25 is £33,359. This is supplemented by a transfer from RTS reserves of £14,982 to be earmarked for the Bus Alliance Project Manager post as approved by Board in March 2024 (Report RTP/24/06 refers).
- 3.3 As detailed in Appendix A, the budgeted overspend on Core for 2024/25 is £19,617 and this is funded by the use of £14,982 earmarked reserve as mentioned above and £4,635 from unearmarked reserves. The projected closing reserve on Core at 31 March 2025 is £28,724; representing 5% of gross expenditure which is in line with the 3-5% reserves policy.

2024/25 RTS Revenue Programme



- 3.4 At its meeting on 11 March 2024, the Partnership approved an initial 2024/25 Regional Transport Strategy (RTS) Revenue Programme based on a budget of £103,856 provided from the balance of Scottish Government Grant in Aid and anticipated variances in the 2023/24 Core and Revenue Budgets respectively (Report RTP/24/07 refers).
- 3.5 As reported separately to this meeting, the unaudited Accounts for 2023/24 include a final reserve amount of £63,348 (including £8,789 Core Reserve surplus from 2023/24 Core budget) to supplement the 2024/25 RTS Revenue budget; of this £14,982 is transferred to Earmarked Core Reserves as detailed in section 3.2 above, resulting in an available RTS Reserve of £48,366 in 2024/25. This is a £22,766 increase on the projected underspend of £25,600 reported at the Partnership meeting on 12 March 2024 and is mainly due to Tay Cities LRDF Detailed Appraisal not being completed.

- 3.6 However, as a result of a 5% reduction in Grant in Aid from Scottish Government as outlined above the overall RTS Budget is £100,467 provided from the balance of Scottish Government Grant in Aid and variances in the 2023/24 Core and Revenue Budgets respectively.
- 3.7 It is anticipated that up to £12,500 income from Tactran's Tayside Local Authorities will also be received regarding the maintenance and use of Tay Cities Regional Transport Model.
- 3.8 RTS programme expenditure to 30 April 2024 and projected expenditure to the financial year end is shown in Appendix B. Progress on individual elements of the RTS Revenue programme are outlined below.

Development of RTS and Delivery Plan (Budget £18,655)

- 3.9 The proposed budget of £18,655 allows for work associated with the Regional Transport Strategy and annually recurring costs for required licences and memberships and Tactran's Digital Marketing Strategy and Website.
- 3.10 Approximately £15,000 of this has been allocated to the publication of the RTS, development of the Delivery Plan and other associated work.
- 3.11 To date there has been no commitment under this budget heading.

Take Climate Action (Budget £15,000)

- 3.12 £15,000 has been allocated to initiatives to support Climate Action, such as supporting regional Electric Vehicle Infrastructure and Hydrogen Decarbonisation projects and further development of 20% reduction in car km.
- 3.13 To date there has been no commitment under this budget heading.

Improve Health & Wellbeing (Budget £2,000)

- 3.14 This allocation of £2,000 supports improvements to Health and Wellbeing by providing funding support towards the annual Safe Drive/Stay Alive road safety campaign in Stirling Council area. It has been confirmed that no funding is required from Tactran in 2024/25 for the New Driver Scheme in the Tayside area.
- 3.15 Funding for the Get on the Go social media and digital marketing campaign will be provided through the Active Travel Behaviour Change – People and Place Scottish Government Grant.
- 3.16 To date £2,000 has been committed under this budget heading

Reduce Inequalities (Budget £11,500)

- 3.17 This allocation provides for initiatives that support reducing inequalities, such as Liftshare and Thistle Assistance Card App. As reported in separate reports to this meeting other sources of funding are being pursued for Bus Alliances and MaaS.
- 3.18 To date £3,000 has been committed under this budget heading.

Help Deliver Inclusive and Sustainable Growth (Budget £34,000 plus up to £12,500 external funding)

- 3.19 This proposed allocation provides for ongoing membership by Tactran and partner Councils of the East Coast Mainline Authorities (ECMA) consortium, Freight Quality Partnership and Stirling and Tayside Timber Transport Group support. It also makes provision for the Tay Cities Regional Transport Model including completion of the Tay Cities Local Rail Development Fund Detailed Appraisal.

Contingency (£19,312)

- 3.20 A contingency of £19,312 is available. It is proposed that this allocation is retained meantime as a general Revenue Budget contingency to accommodate other emerging priorities and opportunities that may occur.
- 3.21 The Partnership is asked to note progress on and approve the 2024/25 RTS Revenue Programme, as outlined above and detailed in Appendix B.

2024/25 Active Travel Grants

Active Travel Behaviour Change and Access to Bikes (People and Place)

- 3.22 As noted in a separate Active Travel Update report to this meeting, Tactran has been awarded £1,807,352 from Transport Scotland's People and Place Active Travel Behaviour Change Fund in 2024/25.
- 3.23 This grant allocation is being awarded across 4 locations the Tactran region and across 3 Themes: Urban Trail (£300,000); Access to Bikes (£800,000); Active Travel Promotion (£500,000). In addition, £207,352 is allocated to ensure Tactran has the resources to project manage and deliver the projects.
- 3.24 The Partnership is asked to note progress on the 2024/25 Active Travel Behaviour Change and Access to Bikes programme, as outlined above and detailed in Appendix C.

Community Projects Transition Fund

- 3.25 Transport Scotland have presented a new delivery model for delivering active travel interventions within the community and 3rd sector level projects. Paths for All are to lead on delivering this across Scotland.
- 3.26 This grant will be allocated to community level and 3rd sector projects across Scotland, with Tactran managing and approving Paths for All grant process. Transport Scotland has awarded Tactran £2.5m grant on behalf of all RTPs, which Tactran has accepted and has subsequently awarded grant of £2.5m to Paths for All. An embedded officer from Paths for All will work with Tactran to administer the grant process. No funding allocation has been made to date.

4 CONSULTATIONS

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

Mark Speed
Director

Scott Walker
Treasurer

Report prepared by Niall Gardiner. For further information contact email niallgardiner@tactran.gov.uk or telephone 07919990370.

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/23/33, 2024/25 Core Revenue Budget, 12 December 2023

Report to Partnership RTP/24/06, 2023/24 Budget and Monitoring, 12 March 2024

Report to Partnership RTP/24/07, 2024/25 Budget and Programme, 12 March 2024

Tactran Income and Expenditure Account
Revenue
2024/25
Detailed Statement - Core

Appendix A

	Approved Budget £	Actuals to 30 April 2024 £	Projected Outturn 2024/25 £	Actual Variance to Budget £
Income				
Scottish Government Grant Revenue Received	444,512	200,000	444,512	0
Council Req's Revenue Rec'd	103,020	0	103,020	0
Interest Received	0	0	0	0
	547,532	200,000	547,532	0
Expenditure				
<u>Staff Costs</u>				
Salary GP	361,259	0	361,259	0
Salary Supn	61,414	0	61,414	0
Salary NI	42,009	0	42,009	0
Training/Conferences	2,000	200	2,000	0
Subscriptions	400	0	400	0
	467,082	200	467,082	0
<u>Property Costs</u>				
Energy	8,500	165	8,500	0
Cleaning	2,500	0	2,500	0
Maintenance	500	0	500	0
Rent	13,490	2,248	13,490	0
Rates	4,942	0	4,942	0
	29,932	2,413	29,932	0
<u>Supplies and Services</u>				
Office Consumables	4,125	0	4,125	0
Communications	2,500	0	2,500	0
Insurance	7,500	4,798	7,500	0
Information Technology	2,200	12	2,200	0
Hospitality	700	0	700	0
Board Expenses - misc.	500	0	500	0
	17,525	4,810	17,525	0
<u>Transport Costs</u>				
Travel and Subsistence	1,500	0	1,500	0
Public Transport	2,800	0	2,800	0
Expenses - Board Members	500	0	500	0
	4,800	0	4,800	0
<u>Third Party Payments</u>				
Audit Fees External	12,560	0	12,560	0
PKC Finance Service	14,000	0	14,000	0
PKC Secretariat Service	8,000	0	8,000	0
PKC Legal Services	3,000	0	3,000	0
PKC IT Services	8,250	0	8,250	0
Other Third Party Payments	2,000	0	2,000	0
	47,810	0	47,810	0
Gross Expenditure	567,149	7,423	567,149	0
Net Income/(Expenditure)	(19,617)	192,577	(19,617)	0
Opening Core Reserves	33,359		33,359	
Transfer from RTS Reserve	14,982		14,982	
Funding to/(from) Earmarked Reserves	(14,982)		(14,982)	
Funding to/(from) Unearmarked Reserves	(4,635)		(4,635)	
Closing Core Reserves	28,724		28,724	

Core

Tactran Income and Expenditure Account
Revenue
2024/2025
Detailed Statement - RTS

Appendix B

	Provisional Budget (March 2024) £	Proposed Budget £	Other Income £	Total Budget £	Actuals to 30 April 2024 £	Committed 2024/2025 £	Projected Outturn 2024/2025 £	Variance to Budget £
Income								
Scottish Executive Grant Revenue Received	78,256	52,101		52,101	-	-	52,101	0
Other Income - See Appendix B for detail			12,500	12,500	-	-	12,500	0
	78,256	52,101	12,500	64,601	-	-	64,601	0
Expenditure on Projects								
Development of RTS & Delivery Plan	18,655	18,655	-	18,655	-	-	18,655	0
Take Climate Action	15,000	15,000	-	15,000	-	-	15,000	0
Improve Health & Wellbeing	16,000	2,000	-	2,000	-	2,000	2,000	0
Reduce Inequalities	13,800	11,500	-	11,500	-	3,000	11,500	0
Help Deliver Inclusive & Sustainable Growth	21,000	34,000	12,500	46,500	-	-	46,500	0
Contingency	19,401	19,312	-	19,312	-	-	19,312	0
Gross Expenditure	103,856	100,467	12,500	112,967	0	5,000	112,967	0
Net Expenditure	25,600	48,366	0	48,366	0	5,000	48,366	0
(Financed by) / Contribution to Reserves	(25,600)	(48,366)					(48,366)	
Reserves Statement:								
Opening Reserves	25,600	48,366					48,366	
Reserves (Used) / Returned	(25,600)	(48,366)					(48,366)	
Closing Reserves	0	0					0	

**Tactran Income and Expenditure Account
2023/24
Detailed Statement - Active Travel Grant**

	Budget £	Actuals to 30 April 2024 £	Committed 2024/25 £	Projected Outturn 2024/25 £	Variance to Budget £
<u>Income</u>					
Transport Scotland - Regional Active Travel Grant Behaviour Change People & Place	1,807,352	-	-	1,807,352	-
	1,807,352	-	-	1,807,352	-
<u>Grant Expenditure</u>					
Urban Trail Design	300,000	-	-	300,000	-
Access to Bikes	800,000	-	-	800,000	-
Active Travel Promotion	500,000	-	-	500,000	-
Tactran Resource Support	207,352	-	-	207,352	-
Gross Expenditure	1,807,352	-	-	1,807,352	-
Net Expenditure	-	-	-	-	-