

*joining up
journeys*



partnership minute

Strathclyde Partnership for Transport

Minute of meeting

11 December 2009

held in Consort House, Glasgow

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Minute of the meeting of the Strathclyde Partnership for Transport held in Consort House, Glasgow, on 11 December 2009.

Present:	Argyll and Bute	Duncan MacIntyre
	East Ayrshire	Bobby McDill
	East Dunbartonshire	Alan Moir
	East Renfrewshire	Eddie Phillips
	Glasgow	Mathew Kerr (deputy)
	Glasgow	Tommy Morrison
	Glasgow	George Roberts
	Glasgow	Alistair Watson (Chair)
	North Lanarkshire	Robert Burrows
	North Lanarkshire	David Fagan
	North Lanarkshire	Mark Griffin
	South Ayrshire	Bill Grant
	South Lanarkshire	Ian Gray
	South Lanarkshire	Davie McLachlan
	South Lanarkshire	John Murray (deputy)
	West Dunbartonshire	William Hendrie
	Appointed Member	John Boyle
	Appointed Member	Liz Connolly
	Appointed Member	Tom Hart
	Appointed Member	Alan Malcolm
	Appointed Member	Gavin Scott
	Appointed Member	Bill Ure

Apologies:	Glasgow	Archie Graham
	Glasgow	Jim McNally
	Renfrewshire	Marie McGurk
	South Lanarkshire	Chris Thompson
	North Lanarkshire	David Fagan
	Inverclyde	David Wilson
	Appointed Member	Ronnie Mellis
	Appointed Member	Niall McGrogan

Attending: Valerie Davidson, Secretary; Valerie Bowen, Senior Clerk; Ron Culley, Chief Executive and Gordon MacLennan, Assistant Chief Executive (Operations).

1. Minute of previous meeting

The minute of the meeting of 9 October 2009 was submitted and approved as a correct record.

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Arising from the minute with regard to page 2, paragraph 5, discussion took place on the Scottish Government's pre-budget announcement to cancel the GARL project. Councillor Phillips brought to members' attention a report which had been considered at the Glasgow and Clyde Valley Strategic Development Planning Authority highlighting its support for the project. The Chair informed members that GARL still remained a key infrastructure project for the West of Scotland and he would continue to lobby for the economic case of GARL with the Scottish Government until the final budget process was approved by Parliament.

2. Committee minutes

The minutes (issued) of the undernoted committees were noted:-

- (1) Operations Committee of 30 October 2009;
- (2) Strategy and Programmes Committee of 13 November 2009; and
- (3) Audit and Standards Committee of 13 November 2009.

3. Membership update

Mrs Davidson informed the Partnership that North Lanarkshire Council had intimated a change to its representation on the Partnership. She explained that Councillor Mark Griffin had been appointed to replace Councillor Kaye Harmon, with Councillor Harmon now being the named deputy. The Partnership noted the position and agreed that Councillor Griffin be appointed to the committees on which his predecessor had served. The Chair welcomed Councillor Griffin to the meeting.

4. Declaration of interest

The following interests were declared:-

Councillors	Items	Nature of Interest
Mark Griffin	Croy Station Park and Ride Project	Member of North Lanarkshire Council's Property Committee – proposal to lease SPT land to North Lanarkshire Council.
Alistair Watson Tommy Morrison George Roberts Matthew Kerr	Subway minor works project	Glasgow City Council member – proposal to award contract to City Building Ltd.

5. Proposed capital programme and budget 2010/2011 to 2012/2013

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There was submitted a report (issued) of 3 December 2009 by the Assistant Chief Executive (Business Support)

- (1) outlining the background to the preparation of a three year draft capital programme for financial years 2010/2011 to 2012/2013;
- (2) reminding members that the Partnership had noted previously that a grant of £5m from the Scottish Government, advanced from 2010/2011 to 2009/2010, had been made available for park and ride projects bringing the total capital grant for 2009/2010 to £30m and £20m for 2010/2011;
- (3) explaining
 - (a) that the availability of funding for 2010/2011 was further limited by the need to take account of current year movements in spending as reported to the Strategy & Programmes Committee;
 - (b) that it was anticipated that this would amount to a carry over of approximately £6m into 2010/2011; and
 - (c) that discussions would continue with the Scottish Government in an attempt to maximise the amount of capital funding available to SPT to meet as many of the infrastructure improvement aspirations as possible;
- (4) highlighting that, as consistent with previous years, the investment proposals had been categorised as follows:-

category 1	those projects for which approval was being sought to incur expenditure in year 1 of the 3 year plan and were ready for delivery and other ongoing projects which had been committed in previous years, including proposals which best met the policies of SPT and the delivery priorities of the Regional Transport Strategy (RTS);
category 2	those projects which matched less well with the RTS, particularly the top six priorities, or which required further development or additional funding to ensure smooth delivery; and
category 3	those projects which required further development or were planned to be delivered in future years;
- (5) appending a proposed three year capital programme which
 - (a) took account of estimated delivery status and the agreed priorities of the Transport Outcome Reports for each council area, based on information received to date; and
 - (b) highlighted various projects totalling £11.6m for which a decision was being sought to commit funding at this stage, in order to improve the delivery of projects;

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- (6) summarising the capital bids over each category and year;
- (7) informing members that although the draft programme contained many projects beyond 2010/2011, given the reduced level of funding available and the uncertainty as to the level of funding in future years, years 2011/2012 and 2012/2013 were indicative only and full approval was not sought at this stage, except where 2010/2011 approved projects were scheduled to be delivered over more than one financial year;
- (8) advising members
 - (a) that the total value of the proposed programme at this stage was £30.1m excluding the previously approved spend for Croy Park and Ride; and
 - (b) that further work to refine the draft plan would include amendments to take account of progress on the delivery of the current year's programme, whether or not local authorities and other stakeholders were contributing to specific projects and further assessment as information was received; and
- (9) recommending that the Partnership
 - (a) approve
 - (i) to commit funding at this stage for £11.6m of projects as detailed in the report; and
 - (ii) grant funding, where relevant, to the authorities as detailed in the report;
 - (b) authorise the Chief Financial Officer to sign the grant funding letters for the projects; and
 - (c) agree that a final budget be presented to the April meeting of the Partnership, taking cognisance of the available funding and any movements between the current year and 2010/2011.

After considerable discussion and having heard Mrs Davidson in answer to members' questions, the committee

- (A) approved the recommendations at (9) above, including the commitment of funding for the following Glasgow City Council projects which should have been marked as committed projects:-
 - Develop Bus Punctuality Improvement Infrastructure; and
 - Implement streamline OFCOM Radio Frequency Change;
- (B) noted that as the Carluke Park and Ride project would be delivered this financial year and not as intimated in the report, the draft programme highlighted in the report would be revised as undernoted:-

2010/2011 2011/2012 2012/2013



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	£'000	£'000	£'000
Category 1	30,107	42,845	30,913
Category 2	15,150	23,272	13,256
Category 3	1,810	1,100	0
Total	47,067	67,217	44,169

- (C) agreed that the following items be continued for further consideration at the February meeting of the Partnership:-
- (I) confirmation of funding for Hamilton Bus Station redevelopment; and
 - (II) those projects marked critical in the report.

6. Croy Station Park and Ride project

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There was submitted a report (issued) of 25 November 2009 by the Assistant Chief Executive (Operations)

- (1) highlighting the progress which had been made in relation to the Croy Station park and ride project which had been re-scoped earlier this year, with tenders currently being sought for the construction of the new park and ride facilities;
- (2) reminding members that the project would provide approximately 700 parking spaces, ensure significant improvements to the park and ride facilities at Croy Station and would make an ongoing contribution to modal shift which would further the Regional Transport Strategy and ease current parking difficulties within Croy village;
- (3) advising members that in parallel with the various design, planning and procurement activities there had been considerable discussion with North Lanarkshire Council (NLC) in respect of the land arrangements which were necessary to allow construction, operation and maintenance of the new car park facilities;
- (4) explaining that it was proposed that the land arrangements for the planned car park consisted of a lease of SPT land to NLC for the operation and maintenance of the new car park and a development/licence agreement to cover the construction period;
- (5) appending the proposed layout of the new car park and associated land ownership;
- (6) outlining the proposed terms of the lease arrangements; and
- (7) recommending that the Partnership
 - (a) agree to SPT entering into a lease with NLC for the operation of the new car park;

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- (b) authorise an application to the Scottish Ministers for consent in terms of section 74(2) of the Local Government (Scotland) 1973 to enter into the lease for the reason detailed in the report;
- (c) approve the entering into of a development/licence agreement with NLC to cover the construction period; and
- (d) delegate to the Assistant Chief Executive (Operations) in consultation with the Director of Property and Asset Management and the Senior Legal Advisor, authority to conclude the lease and development agreement with NLC on the basis of the terms set out in the report.

After discussion and having heard Mr Maclennan in further explanation, the Partnership approved the recommendations at (7) above.

7. Proposed new Subway byelaws

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There was submitted a report (issued) of 12 November 2009 by the Assistant Chief Executive (Business Support)

- (1) outlining proposed changes to the existing Subway Byelaws which had been in operation since 1 December 1980 and which required to be updated in light of subsequent legislation and operational experience;
- (2) appending the proposed new Subway Byelaws which had been drafted in consultation with relevant SPT departments, British Transport Police, Strathclyde Police and the Scottish Government's Transport Directorate;
- (3) detailing the statutory consultation process which had to be completed before SPT could apply to the Scottish Ministers for confirmation of the Byelaws; and
- (4) recommending that the Partnership
 - (a) authorise officers to undertake the statutory consultation process required to allow application to be made to the Scottish Ministers for approval of the new Byelaws; and
 - (b) agree that the final version of the Byelaws, together with conditions of travel, should be considered by the Partnership for approval on conclusion of the consultation process.

After consideration, the Partnership approved the recommendation at (4) above.

8. SPT Race Equality Scheme – annual monitoring report

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There was submitted and noted a report (issued) of 3 November 2009 by the Assistant Chief Executive (Business Support)

- (1) informing members that SPT had a statutory obligation to prepare an annual monitoring report on its Equality Schemes for Gender, Disability and Race which set

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out SPT's progress and future commitments against the objectives, outcomes and action plans;

- (2) enclosing SPT's annual monitoring report for the Race Equality Scheme which summarised:-
 - the steps taken to fulfil the action plan;
 - the steps taken to eliminate discrimination and promote equality of opportunity;
 - the results of the information gathering carried out, the evidence obtained and what it indicated;
 - what had been done with the information gathered and the actions taken as a result of the information gathered;
 - staff issues, by reference to the racial groups to which staff belong; and
 - the key areas of work to take forward in the year ahead; and
- (3) explaining that a Corporate Equalities Working Group, comprising of departments across the organisation, had been established which would ensure future compliance with equalities legislation and promote best practice for customers and staff.

9. SPT Artefacts

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There was submitted and approved a report (issued) of 13 November 2009 by the Assistant Chief Executive (Business Support)

- (1) advising members that the Railway Heritage Committee was preparing a draft Statutory Instrument to amend the Railway Heritage Act 1996 which included a list of organisations which were required to consult the Railway Heritage Committee before disposing of any railway related artefacts that might be of historical interest; and
- (2) recommending that the Partnership agree that SPT be included in that list and seek confirmation that property was exempt from the term "artefact"

10. Vacation of Chair

At this point in the proceedings, Councillor Watson vacated the Chair and left the meeting with Councillors Kerr, Morrison and Roberts. Councillor McLachlan took the Chair for the following item of business.

11. Subway minor works project

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After consideration of a report of 17 November 2009 (issued) by the Assistant Chief Executive (Operations) on tenders received for the appointment of a contractor to undertake minor works at all Subway stations with the exception of the recently reconstructed Partick Station, the Partnership approved acceptance of the lowest compliant tender, submitted by City Building Ltd, at a cost of £218,690.33 excluding VAT, for a period of 2 years from 1 January 2010.

12. Kelvinbridge to Hillhead waterproofing contract

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After consideration of a report of 23 November 2009 (issued) by the Assistant Chief Executive (Operations) on tenders received for the appointment of a contractor to undertake tunnel waterproofing works between Kelvinbridge and Hillhead Subway stations, the Partnership approved acceptance of the most economically advantageous tender, submitted by Balvac Ltd, a cost of £434,674.91, excluding VAT, for a period of 2 years from 1 January 2010.

13. Leasing of former Travel Centre

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With reference to the minute of the Partnership of 15 February 2008 (page 4, paragraph 9) when the Partnership had agreed that the three outlets at the St Enoch's complex be rationalised into one information and sales outlet located on the concourse level at St Enoch Subway Station which would release the Grade A listed building on the surface to be leased for retail purposes and in turn generate significant revenue income, there was submitted a report (issued) of 13 November 2009 by the Assistant Chief Executive (Operations)

- (1) informing members of the lease of the former St Enoch Travel Centre to Caffe Nero from 9 February 2009 at a base rental of £70,000 per annum for a fifteen year lease;
- (2) detailing the terms of the lease which had included an initial seven month rent free period, five yearly rent reviews and an annual 10% of turnover top up if the turnover exceeded a specified amount;
- (3) highlighting that a 15 year lease would generate £1,050,000 revenue plus turnover as opposed to holding costs of £450,000; and
- (4) explaining
 - (a) that the unit was now income producing; and
 - (b) that SPT would recover the additional income through the turnover provisions as set out in a Minute of Variation negotiated for the turnover uplift which would be effective in January 2010 when certified accounts were deliverable.

After discussion and heard Mr MacLennan advise members of future development plans for raising additional revenue and the Chair commend Mr MacLennan and the Property Team for their hard work and professionalism in bringing new and innovative ways of raising revenue to SPT, the Partnership noted the terms of the report.

14. Media report

[Click here to view report](#)



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There was submitted a report (issued) of 23 November 2009 by the Assistant Chief Executive (Business Support)

- (1) enclosing a report provided by the media monitoring company Pressdata summarising the media coverage on SPT's activities during the months September and October 2009;
- (2) informing members that during the month of September
 - (a) there was considerable coverage on the Scottish Government's decision to cancel the GARL project which had provoked some comment on the cost of the project and how it had increased since its transfer to Transport Scotland; and
 - (b) adverse items were almost all reader letters on GARL, Dalmarnock Rail Station and public transport in Cumbernauld; and
- (3) advising members that during the month of October
 - (a) there were only 3.3% adverse items reported;
 - (b) GARL was again a prominent news item with considerable coverage on the debates between BAA and Transport Scotland; and
 - (c) the purchase of new vehicles for Dial-a-Bus promoted a number of beneficial items.

After discussion and having heard the Chair commend Mr Wylie for the significant improvements which he had made in the promotion of SPT to the media, the committee noted the contents of the report.

15. Conference

The Partnership agreed

- (1) that any members interested in attending the "Infrastructure Projects 2010" conference to be held in Edinburgh on 25 January 2010 should contact the senior clerk; and
- (2) that the two Vice Chairs be authorised to attend the "High Speed 2 – the next steps" conference to be held in London on 24 March 2010.

16. Register of Tenders

The Partnership noted that the Register of Tenders listing contracts awarded from 1 July to 30 September 2009 was available for inspection after the meeting.

17. Chair's remarks



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The Chair

- (1) informed members that arrangements were being made for a special Partnership meeting to be held on Friday, 22 January, 2009 to consider the revenue budget proposals for the next financial year; and
- (2) expressed his warmest wishes to all members and their families during the festive season.

