

Strathclyde Partnership for Transport

Minute of meeting

13 December 2013

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 13 December 2013

Present Councillors Jim Coleman (Chair), Malcolm Balfour, John Bruce, John Cairney (substitute), Gilbert Davidson, Margaret Devine (substitute), Charlie Gilbert (substitute), Kaye Harmon, Chris Kelly, Bobby McDill, Hamish Stewart and Paul Welsh and appointed members Ann Faulds, Anne Follin, Tom Hart, Alan Malcolm, Jim McNally and Gavin Scott.

Attending Valerie Davidson, Assistant Chief Executive (Business Support)/Secretary; Valerie A Bowen, Senior Committee Officer; Gordon MacLennan, Chief Executive; Eric Stewart, Assistant Chief Executive (Operations) and Charlie Hoskins, Director of Projects.

Also attending Mike Renshaw, Director of Planning & Logistics, Glasgow 2014

1. Apologies

Apologies were submitted from Councillors Tony Buchanan, Eddie Devine, David Fagan, Bill Grant, Alan Moir, Brian McGinley (substitute), Pauline McKeever, Denis McKenna, Lawrence O'Neil, Chris Thompson and David Wilson.

2. Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000

The Partnership noted that there were no declarations of interest.

3. Minute of previous meeting

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The minute of the meeting of 1 November 2013 was submitted and approved as a correct record.

Arising therefrom, the Chair referred to the letter dated 12 November 2013 (tabled) from Keith Brown, Minister for Transport & Veterans, in response to his letter on the Partnership's concerns in relation to Transport Scotland's Edinburgh – Glasgow Improvements Programme.

The Partnership agreed that the Minister's invitation to meet the Chair be accepted and that feedback on the outcome be reported to a future Partnership meeting.

4. Committee minutes

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

- (1) Operations Committee of 15 November 2013; [Click here to view report](#)
- (2) Strategy & Programmes Committee of 29 November 2013; and [Click here to view report](#)
- (3) Audit & Standards Committee of 29 November 2013. [Click here to view report](#)

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5. Proposed draft revenue budget for 2014/2015 and 2015/2016

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With reference to the minute of 15 February 2013 (page 3, paragraph 7) when the Partnership had approved a two year budget plan which complemented SPT's long term financial strategy, there was submitted a report (issued) of 28 November 2013 by the Assistant Chief Executive (Business Support)

- (1) presenting various charts which demonstrated how the distribution of SPT expenditure had changed from 2010/2011;
- (2) informing members
 - (a) that, the indicative budget previously approved remained in the main intact, with amendments made to reflect events throughout the year;
 - (b) that the budget reflected the plan to maintain bus subsidy and ensure funding was released to support the capital plan and subway modernisation; and
 - (c) that a number of other cost pressures remained with allowances being made within the proposed budget including the increased cost of power, cleaning of stations and facilities, and the cost of maintaining the current subway assets during the transition to new stations, rolling stock and ticketing;
- (3) appending
 - (a) a proposed net revenue budget of £38.418m, to be funded from local authority requisitions of £37.381m and Scottish Government funding of £1.037m; and
 - (b) a summary of the proposed requisitions from constituent authorities;
- (4) intimating that an indicative plan for 2015/2016 had also been prepared which would allow both SPT and funding partners to have early planning assumptions and reflected the priorities of partner councils' SOAs;
- (5) explaining
 - (a) that it was essential that SPT's expenditure plans took into consideration the affordability of the plans to the funding partners, the requirement to demonstrate joint resourcing between SPT and partners, and the desire to maintain priorities, if possible, without an additional call or burden to the local authority requisition;
 - (b) that the budget proposals for 2014/2015 and indicative 2015/2016 set the requisition at current levels in cash terms; and
 - (c) that those assumptions and plans as always had been shared with the funding partners at an early stage and had been included within their own financial plans; and
- (6) advising members
 - (a) that fees and charges in relation to the average fare table used for subsidised services and Mybus services were proposed to increase by 3.5% which maintained the fare structure but importantly impacted on a very small percentage of users as the overwhelming majority were concession card holders who travelled at no cost, and reflected the average fare increase across the bus market; and

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- (b) that a separate paper on subway fares was being considered by the Partnership, but it was assumed that income levels would be maintained; and

(7) recommending that the Partnership approve

- (a) the attached revenue budget of £38.418m, and requisition levels;
- (b) the average fare table increase of 3.5% which would amend fares for socially necessary services and Mybus services, and
- (c) in principle approve the indicative 2015/2016 draft plan which will be re-presented to the Partnership for consideration at a future meeting.

After discussion, the committee

- (i) noted the position; and
- (ii) approved the recommendations at (7) above.

6. Transport for the Commonwealth Games 2014 – SPT progress update

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With reference to the minute of 20 September 2013 (page 3, paragraph 8) when the Partnership noted that a progress report on transport for the Commonwealth Games 2014 would be submitted to every meeting of the Partnership until further notice, there was submitted and noted a report (issued) of 19 November 2013 by the Assistant Chief Executive (Operations)

- (1) appending a summary of SPT's current status in terms of operational readiness, project delivery and transport planning advice and support; and
- (2) advising members that although SPT managed projects and operational activities were on programme and on budget, it was expected that additional costs would be incurred to accommodate additional security requirements which were required to be in place during the Games.

The Chair then introduced to the Partnership, Mike Renshaw, Director of Planning & Logistics, Glasgow 2014, who provided members with information on

- his secondment to Glasgow 2014;
- his background as Bus and Rail Director for Greater Manchester and his involvement with the Manchester Commonwealth Games;
- ongoing dialogue with SPT, rail and bus operators in relation to the movement of spectators, officials and athletes and those with special needs;
- the commencement of an exercise to identify sites required for Park and Ride facilities; and
- the requirement to limit disruption, as far as possible, to normal traffic.

Thereon, the Chair thanked Mr Renshaw for his informative presentation.

7. Regional Transport Strategy Monitoring report 2012/2013

[Click here to view report](#)

There was submitted and approved a report (issued) of 25 November 2012 by the Assistant Chief Executive (Operations)

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- (1) reminding members
 - (a) that “A Catalyst for Change”, the Statutory Regional Transport Strategy (RTS) for the west of Scotland 2008-2021 had been approved by the Scottish Government in June 2008; and
 - (b) that the Transport Scotland Act 2005 required RTPs to monitor annually their respective RTS to gauge progress towards outcomes and targets;
- (2) appending SPT’s draft RTS monitoring report which highlighted the significant progress SPT and its partners had made towards delivering the RTS over 2012/2013 and over the first five years of the RTS;
- (3) intimating
 - (a) that the information contained in the Monitoring Report would underpin and inform the refresh of the RTS Delivery Plan for 2014/15 - 2017/18. The refreshed Delivery Plan would help guide SPT’s resource planning processes over the period 2014/15 - 2017/18 and would provide also a longer term view to the end of the RTS lifetime in 2021;
 - (b) that officers were in the process of drafting the refreshed Delivery Plan for circulation to officers in constituent councils, health boards and other key stakeholders in early 2014 for comment; and
 - (c) that the final draft Delivery Plan would be submitted to the Partnership for approval; and
- (4) highlighting
 - (a) that SPT’s ability to deliver projects, services and initiatives which supported the achievement of RTS outcomes would be dependant on future funding and partnership working with the Scottish Government, constituent councils and other public and private sector partners;
 - (b) that for business planning purposes, it was important that there was a current RTS Delivery Plan in place which reflected the current social, environmental and economic circumstances at local, regional, national and global levels; and
 - (c) that the RTS Delivery Plan 2014/15-2017/18 was being prepared for circulation to key stakeholders early in 2014, with the finalised plan to be brought to the Partnership in May 2014 for approval.

After consideration, and having heard various officers in answer to members’ questions, the Partnership approved the RTS monitoring report for 2012/2013 for submission to Scottish Ministers.

8. Subway ticketing and fares proposals

[Click here to view report](#)

There was submitted a report (issued) of 4 December 2013 by the Assistant Chief Executive (Operations)

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- (1) intimating that the new Subway Smartcard system, which had been installed in all stations and was operating system wide, provided the basis on which a new fare tariff was proposed to be introduced on 6 January 2014;
- (2) highlighting the key issues which had been considered in preparing the proposals for changes to the Subway fares;
- (3) explaining
 - (a) that the proposed new fare tariff would provide an enhanced product offering and competitive fares for customers and sought to incentivise those customers with new plastic smartcards; and
 - (b) that the results of the new fare tariff would be monitored closely to ensure it achieved the objectives of patronage growth and revenue targets and would be reported through the regular revenue monitoring and operational performance reports; and
- (4) informing members that, at the same time as introducing the new Subway fares, it was proposed to implement the increase to the concession fare as determined by the Strathclyde Concessionary Travel Scheme Joint Committee which had been held back until completion of the ticketing project and introduction of the new system.

After consideration and having heard Messrs Stewart and MacLennan in answer to members' questions, the Partnership

- (1) approved the fare changes as undernoted:-

Smartcard Fares	Adult	Child
Single	£1.40	£0.70
Daily Cap (NEW)	£2.70	£1.35
7 Day	£13.00	£6.50
28 Day	£50.00	£25.00
6 month (NEW)	£250	£125
12 month (NEW)	£450	£225
Other Tickets (disposable)		
Single	£1.60	£0.70
Return	£3.00	£1.35
All Day	£4.00	N/A
Concessionary Fares		
Concession (Single)	£0.90	
Concession (Return)	£1.30	

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- (2) agreed that a report on feedback on the new system from the public be submitted to the Partnership in the new year.

9. Subway modernisation – progress update

[Click here to view report](#)

There was submitted a report (issued) of 27 November 2013 by the Assistant Chief Executive (Operations)

- (1) providing information on the overall progress made on the Subway modernisation project since the last update to the Partnership in June 2013, including
 - (a) the progress on the significant package of new trains, signalling and control systems with two companies/consortia submissions currently progressing through the procurement process;
 - (b) the progress of the on-going infrastructure works in the tunnels, track and yard areas;
 - (c) the on-going programme of design and implementation of the station improvements including the completion of Ibrox station, progress on site at Kelvinhall and the anticipated start on site at St Enoch in January 2014, which was ahead of schedule;
 - (d) the successful “Go live” of the new ticketing system and the progress of the web retail and integrated car parking;
 - (e) the commencement and progress of the refurbishment of the accommodation block at Broomloan; and
 - (f) learning from others which had included attendance at the CBTC (Communication Based Train Control) World Congress in London during November 2013 and hosting a visit to the Subway for London Underground representatives on 28 November 2013; and
- (2) advising members that all workstreams were within their original timescale for completion and budget; and
- (3) recommending
 - (a) that the Chief Executive, Assistant Chief Executive (Operations) and Director Projects represent SPT at a senior level in visiting the reference sites nominated by the rolling stock/signalling bidders as part of the next stage of the procurement process; and
 - (b) that the Assistant Chief Executive (Operations) and Director, Projects represent SPT at the Factory Acceptance Testing for the next phase of the ticketing system in January 2014.

After consideration and having heard Messrs Hoskins and Stewart in answer to members' questions, the Partnership

- (i) approved the recommendations at (3) above; and
- (ii) otherwise noted the terms of the report.

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10. Award of contracts

After consideration of reports (issued) of 28 May and 19 June 2013 by the Assistant Chief Executive (Operations), the Partnership approved the award of the following contracts:-

Contract	Contractor	Amount	Remarks
St Enoch Subway Station			
Refurbishment Click here to view report	Graham Construction	£5,348,291	Most economically advantageous tender
Extension of design team appointments	Aedas Architects and Turner Townsend	Ceiling of £225,000	Appointments to ensure works were implemented in accordance with design and that contract and costs were controlled
Bus stop infrastructure cleaning and defect reporting Click here to view report	Sercon Support Services Ltd	Rates submitted Yearly costs would vary depending of frequency and number of shelters and cases to be cleaned	Lowest rate submitted Contract period 3 years wef 1 April 2014. Option to extend for up to further 4 years on an annual basis