

*joining up
journeys*



partnership minute

Strathclyde Partnership for Transport

Minute of meeting

20 August 2010

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 20 August 2010.

Present:	Argyll and Bute	Duncan MacIntyre
	East Ayrshire	Bobby McDill
	East Dunbartonshire	Alan Moir
	East Renfrewshire	Eddie Phillips
	Glasgow	Archie Graham
	Glasgow	Jonathan Findlay (Chair)
	Glasgow	Tommy Morrison
	Glasgow	George Roberts
	Inverclyde	David Wilson
	North Lanarkshire	Mark Griffin
	Renfrewshire	Marie McGurk
	South Ayrshire	Bill Grant
	South Lanarkshire	Denis McKenna
	South Lanarkshire	Chris Thompson
	West Dunbartonshire	William Hendrie
	Appointed Member	John Boyle
	Appointed Member	Tom Hart
	Appointed Member	Alan Malcolm
	Appointed Member	Gavin Scott
	Appointed Member	Bill Ure

Apologies	Glasgow	Jim McNally
	North Lanarkshire	Robert Burrows
	North Lanarkshire	David Fagan
	South Lanarkshire	Ian Gray
	Appointed Member	Niall McGrogan
	Appointed Member	Ronne Mellis

Attending: Valerie Davidson, Secretary; Valerie A. Bowen, Senior Clerk; Gordon MacIennan, Chief Executive and Eric Stewart, Assistant Chief Executive (Operations).

1. Declaration of interest

The Partnership noted that there were no declarations of interest.

2. Minute of previous meeting

The minute of the meeting of 20 August 2010 was submitted and approved as a correct record.

Thereon, Mr MacIennan referred to previous discussions on the proposed extension to the Buchanan Galleries shopping centre and the possible impact the proposed development

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might have on Buchanan Bus Station. He informed members that he had received a letter from Land Securities advising that an alternative scheme would be progressed which did not involve building over Buchanan Bus Station. Land Securities had thanked SPT for the assistance given to date and had intimated that an ongoing dialogue on other matters, eg improved public realm around the bus station, would be welcomed as SPT was an adjoining landowner and key stakeholder within the proposed Buchanan Quarter.

3. Committee minutes

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

- (1) Audit and Standards Committee of 11 June 2010;
- (2) Strategy and Programmes Committee of 25 June 2010; and
- (3) Operations Committee of 25 June 2010.

4. Budget pressures and strategy

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There was submitted a report (issued) of 12 August 2010 by the Assistant Chief Executive (Business Support)

- (1) reminding members of the decisions which had been made in recent years concerning service levels, staffing levels and fares in an attempt to minimise the impact of the current economic climate and present a balanced budget;
- (2) explaining that, at this stage, SPT were planning for a number of scenarios, including increased cost pressures and real reductions in the level of income;
- (3) informing members
 - (a) that different categories of expenditure historically had different inflation factors; and
 - (b) that taking these inflation factors into account, and assuming no change in staffing or service levels, the level of expenditure over the next three financial years could increase by a further £3.6m which would only maintain current service levels and did not take account of some additional risks such as increased subway maintenance or increased demand or costs above inflation for bus services;
- (4) advising members
 - (a) that whilst the level of funding would not be known with certainty until the comprehensive spending review was announced in the autumn, and then finally until the local government settlement, the predictions for the level of funding available suggested that SPT would require to find a further £2.2m of savings over and above that identified simply to deal with inflation factors;

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- (b) that the total savings required over the three year period amounted to £5.8m, which was over and above the funding gap of £1.8m on concessionary travel which was also funded by the 12 constituent councils but separately through the Strathclyde Joint Concessionary Travel Scheme; and
 - (c) that over and above this, significant general reductions in capital awards were anticipated to be forthcoming;
- (5) detailing a number of initiatives which were currently underway to reduce the ongoing cost of SPT services, whilst maintaining a focus on frontline services of subway operations and modernisation, and delivery of bus related services and which included
- the continuation of voluntary severance throughout the 2010/11 financial year;
 - a review of all elements of discretionary spend covering areas such as communications expenditure, learning and development costs and departmental general supplies;
 - a review of the bus subsidy guideline criteria;
 - a review of all Subway expenditure including reviewing shift patterns, maintenance arrangements and assessing different arrangements which maintained and improved customer service but reduced costs; and
 - procurement of a small bus fleet which had been leased to operators and thereby reduced the ongoing revenue costs;
- (6) intimating that it was intended to focus on these initiatives whilst maintaining strong and robust corporate governance and financial management; and
- (7) concluding
- (a) that although SPT was already taking action to address the pending financial circumstances which would affect all parts of the public sector, it was unlikely that such service changes could be implemented without having an adverse effect on the level of service provision;
 - (b) that it was hoped that the early actions detailed in the report would seek to minimise this as much as possible; and
 - (c) that discussions should continue with all of the funding partners, (12 constituent authorities and the Transport Department of Scottish Government) throughout the budget setting period.

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

- (i) noted the terms of the report; and
 - (ii) agreed that future reports be submitted to the Partnership providing specific details on service delivery throughout the budget planning process.
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5. Public Services Reform (Scotland) Act 2010

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There was submitted a report (issued) of 12 August 2010 by the Assistant Chief Executive (Business Support)

- (1) informing members that the Scottish Government had consulted recently on guidance which supported the duties to publish information following the introduction of the Public Services Reform (Scotland) Act 2010 which would become effective from October 2010.
- (2) enclosing SPT's response to the consultation which had been submitted to Scottish Government on 9 August 2010;
- (3) advising members that SPT had already implemented full disclosure of some of the areas identified including members' and directors travel and expenses costs which would be extended to include costs associated with public relations, payments in excess of £25,000, consultancy costs and gifts and hospitality received and given; and
- (4) explaining that, although SPT welcomed the guidance and the move towards full openness and transparency, it had raised some concerns that a level of duplication or confusion might arise to users of the information in instances where definition under local government legislation, which also applied to SPT, differed from the definitions being used for executive agencies. This would be kept under review.

After discussion, the Partnership noted

- (a) the response to the guidance; and
- (b) the requirements of the Public Services Reform (Scotland) Act 2010.

6. SPT response to the consultation on the Commonwealth Games Transport Strategic Plan

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There was submitted a report (issued) of 5 August 2010 by the Assistant Chief Executive (Operations)

- (1) informing members of the consultative draft Transport Strategic Plan, produced by the Glasgow 2014 Organising Committee of the Commonwealth Games which set out initial information on the Games' strategy, the primary aims for transport, and identified those organisations which the Organising Committee was looking to involve to manage its objectives and meet its obligations;
- (2) enclosing SPT's response to the consultative draft Transport Strategic Plan which had been submitted to the Glasgow 2014 Organising Committee on 29 July 2010;
- (3) explaining that the response
 - (a) offered SPT's full assistance to the Organising Committee as a Transport Partner and sought a greater role and more responsibilities in the provision of

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transport for the Games, based on SPT's experience of providing transport for major events and its core responsibilities in planning and operating transport; and

- (b) provided detailed views on each of the topics covered in the consultation and raised particular issues about the need to ensure a free flow of public transport throughout the wider city whilst the Games were taking place; and
- (4) informing members that the Games Organising Committee would consider responses to the consultation and publish two further updated versions of the Strategic Transport Plan which would include changes arising from the consultation and emerging best practice following the Delhi 2010 Commonwealth Games, and the London Olympics and Paralympics in 2012, and other major events.

After considerable discussion and having heard Mr Stewart in further explanation and in answer to members' questions the committee noted

- (a) the response to the consultative draft; and
- (b) that officers would continue to provide support to the forward planning for the Games through working with the Organising Committee as a Transport Partner on project development and delivery and facilitating operational arrangements.

7. Opportunities for shared service model

Mr Stewart gave a presentation to the Partnership which

- (1) highlighted the nature, complexities and weaknesses of the current bus market;
- (2) outlined the progress in the development and provision of SPT's Demand Responsive Transport (DRT) services which were provided throughout the west of Scotland;
- (3) informed members of the results of the Glasgow Integrated Transport Project, a two year study which SPT had participated in together with the NHS, Scottish Ambulance Service and Glasgow City Council's Land and Environmental Services Department; and
- (4) highlighted the proposed way forward for DRT services and potential savings which could be achieved by SPT hosting a Scotland wide contact centre to handle booking and scheduling of the DRT needs of the Scottish RTPs and councils.

After discussion and having heard Mr Stewart in answer to member' questions, the Partnership

- (a) thanked him for his interesting and informative presentation; and
- (b) agreed that the slides of the presentation be sent to all members.



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8. Travel information provision at Glasgow Airport

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There was submitted and approved a report (issued) of 24 June 2010 by the Assistant Chief Executive (Operations)

- (1) reminding members that as part of SPT's programme of delivering public transport information in the most efficient and cost effective manner, SPT had implemented a number of measures to deliver improved customer service which had included the development of the Travel Point concept, in accordance with SPT's policy whereby public transport information could be provided at low cost in various locations;
- (2) informing members
 - (a) that there were significant costs involved in maintaining a manned unit at Glasgow Airport and SPT had, at several stages, reviewed how those services could be delivered at a reduced cost; and
 - (b) that there was currently a proposal from BAA to remodel the desk which provided SPT with the opportunity to review again how the service was delivered at the airport; and
- (3) recommending
 - (a) that the Travel Centre at Glasgow Airport become an SPT Travel Point, which would require the installation of additional electronic passenger displays, paper based information and a need to work with other partner organisations in maximising ticket sales for services departing the airport together with the training of BAA staff should this be requested; and
 - (b) that the current staff complement at the airport be deployed elsewhere within SPT.

9. Register of Tenders

The Partnership noted that the Register of Tenders listing contracts awarded from April to June 2010 was available for inspection after the meeting.

10. Exclusion of press and public.

The Partnership resolved that the press and public be excluded for the next item of business on the agenda, it being considered that otherwise there would be disclosure to them of exempt information in terms of paragraphs 8 and 9 of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

11. Subway Replacement Ticketing System – appointment of supplier

With reference to the minute of 16 April 2010 (page 3, paragraph 5) when the Partnership had agreed to endorse the modernisation case for the Subway as the preferred option of the

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Outline Business Case and the strategic way forward for SPT, which had included the delivery of a new Smartcard ticketing and gating system for the Subway to be linked to a wider regional integrated ticketing scheme, there was submitted a report (issued) of 30 July 2010 by the Assistant Chief Executive (Operations)

- (1) detailing tenders received for the appointment of a contractor for the replacement of the existing Subway ticketing system with a new Smartcard system; and
- (2) seeking approval to the award of the appropriate contract.

After discussion, the Partnership

- (a) approved the terms of the report;
- (b) agreed
 - (i) that a contract be awarded for the design, supply and installation of a replacement ticketing system for the Subway to Schiedt and Bachman GmbH for the fixed elements of contracted work, together with their tendered hourly rates for any potentially variable elements of work, all as detailed in the report; and
 - (ii) to the provision of an additional sum to cover for uncertainty, risk and additional estimated first year costs of ownership to SPT; and
 - (iii) to the cost of the provision of a Host Operator System (HOPS) and Card Management System (CMS), on the understanding that this approval was conditional and could only be utilised in a scenario whereby the future integrated ticketing scheme was unable to deliver this element or was substantially delayed to the point where the Subway ticketing scheme would not be delivered in accordance with the contracted programme; and
- (c) noted that the contract was subject to satisfaction of the requirements of the mandatory standstill period for public sector contracts.