

Strathclyde Partnership for Transport

Minute of meeting

21 February 2014

held in Consort House, Glasgow

contact officers:

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Minute of the meeting of the Strathclyde Partnership for Transport held in Consort House, Glasgow, on 21 February 2014

Present Councillors Jim Coleman (Chair), Malcolm Balfour, Gilbert Davidson, Eddie Devine, David Fagan, Kaye Harmon, Chris Kelly, Alan Moir, Robert G MacIntyre, Bobby McDill, Patrick McGlinchey (substitute), Pauline McKeever, Denis McKenna, Hamish Stewart and Chris Thompson and appointed members Anne Follin, Tom Hart, Alan Malcolm and Jim McNally.

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

1. Apologies

Apologies were submitted from Councillors John Bruce, Tony Buchanan, Charlie Gilbert (substitute), Bill Grant, Paul Welsh and David Wilson and appointed members Ann Faulds, Niall McGrogan and Gavin Scott.

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

[Click here to view minute](#)

The minute of the meeting of 13 December 2013 was submitted and approved as a correct record.

Arising from the minute with regard to

- (1) page 1, paragraph 3, the Chair informed members that he and senior officers had met with the Transport Minister on 29 January 2014. Messrs Stewart and Hoskins updated members on the meeting at which they had discussed the EGIP proposals, SPT's Bus Plan and Smartcard; and
- (2) page 6, paragraph 9, Mr Stewart informed members that a team of 7 officers would visit various locations in Europe and Canada visiting reference sites in relation to the procurement process for new rolling stock, signalling and associated works. He emphasised that the visits to bidders' reference sites were a necessary stage of the procurement process and that the sites were nominated by the bidders.

4. Committee minutes

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

- (1) Operations Committee of 31 January 2014; and
[Click here to view minute](#)
- (2) Strategy & Programmes Committee of 7 February 2014.
[Click here to view minute](#)

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5. Proposed Capital Programme 2014/15 to 2016/17 including the Capital Budget 2014/15[Click here to view report](#)

With reference to the minute of the Strategy & Programmes Committee of 7 February 2014 (page 3, paragraph 6) when that committee had considered and noted a report on progress on the development of the capital programme 2014/2015 to 2016/2017, including the capital budget for 2014/2015, there was submitted a report (issued) of 11 February 2014 by the Assistant Chief Executive (Business Support)

(1) appending

- (a) the proposed capital programme and funding summary for period 2014/2015 to 2016/2017;
- (b) the proposed detailed capital plan for 2014/2015 which underpinned the delivery of the Regional Transport Strategy (RTS);
- (c) the proposed indicative detailed capital plan for 2015/2016 & 2016/2017;
- (d) a list of proposed grant awards to constituent councils for projects in 2014/2015; and
- (e) the draft RTS delivery plan, which set out SPT's priorities for the next 3 years within a broad structure for delivery and described the relationship between SPT's activities and investment decisions and the four strategic outcomes within the RTS;

(2) summarising the proposed capital programme, budget and funding for 2014/2015 as outlined at table 1 below and the indicative programme for 2015/2016 and 2016/2017 as outlined at table 2:-

Table 1	2014/15 £000
Category 1 Programme	73,520
Funded by:	
General Capital Allocation	16,500
Subway Modernisation (ring-fenced portion of general allocation)	6,000
Contribution from Subway Modernisation Fund / Borrowing Requirement	23,491
Specific Capital Grant - Fastlink Core Scheme	14,713
ERDF - Fastlink Core Scheme	3,600
Revenue Contribution to the Capital Programme	2,500
Other specific grants	1,334
Available funding	68,138
Projected Variance	5,382
	2014/15 £000
Category 2 Programme	11,152

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Table 2	2015/16 £000	2016/17 £000
Category 1 Programme	84,947	75,129
Category 2 Programme	26,836	19,543

- (3) informing members
- (a) that SPT had received a general capital grant award for 2014/2015 of £22.5m and whilst this was an increase on the last financial years, it was £2.5m less than the average award in the last settlement period. In addition, the indicative funding for 2015/16 as contained in the Scottish Budget was £21.9m;
 - (b) that of the general capital award, £6m per annum was ring-fenced to support the subway modernisation works, with additional spend on this project being funded either through the subway modernisation fund or borrowings; and
 - (c) that SPT had put considerable effort into seeking additional funding and had been successful in securing additional specific and European grants to support the Fastlink project and a contribution to the subway modernisation;
- (4) explaining
- (a) that the preparation of the capital programme for 2014/2015 to 2016/2017 had sought to balance the transport project delivery aspirations and the available funding;
 - (b) that project proposals had been assessed against SPT's strategic priorities and for deliverability and affordability; and
 - (c) that movements in project delivery in 2013/14 would be reported at the earliest opportunity and accommodated in the 2014/15 programme; and
- (5) recommending that the Partnership
- (a) approve the capital programme, budget and funding plan for 2014/15;
 - (b) note the indicative plans for 2015/16 and 2016/17;
 - (c) approve the award of grant funding to the Local Authorities or other identified bodies as per Appendix 4 to the report; and
 - (4) authorise the Assistant Chief Executive (Business Support) to complete the award letters in order to expedite the projects.

After consideration and having heard Mrs Davidson in further explanation, the Partnership approved the recommendations at (5) above.

6. Framework for Learning and Development Provision – Tender Assessment for list of Providers

[Click here to view report](#)

There was submitted and approved a report (issued) of 13 February 2014 by the Assistant Chief Executive (Business Support),

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- (1) intimating that the current framework for the provision of learning and development activities to SPT would expire on 31 March 2014;
- (2) outlining the tender assessment procedure for a proposed panel of external training providers to be appointed to a new framework with effect from 1 April 2014 for a period of 3 years;
- (3) informing members that the framework had been structured around the following lots:-
 - Lot 1 IT/Computer Skills/On-line;
 - Lot 2a Health & Safety (IOSH);
 - Lot 2b Health & Safety (First Aid);
 - Lot 2c Health & Safety (Specialised Safety Training);
 - Lot 2d Health & Safety (General);
 - Lot 3 Personal Development; and
 - Lot 4 Facilitation and Consultation;
- (4) explaining that the framework would provide SPT with a list of companies for each lot which could be called off or be asked to mini tender;
- (5) advising members that no awards had been recommended for Lots 2c and 2d due to an insufficient number of compliant tenders and these Lots would be re-tendered; and
- (6) recommending that the following providers be included in the SPT framework for the provision of learning and development activities for the Lots as indicated-

Company	Lot(s)
Andrew Carnegie Business School	4
APSE	3
CSTS Ltd	2a
First Response Training & Consultancy	2a
GTG Training	2b
Indicia Training	1 & 3
Motherwell College	1, 2b, 3 & 4
PMSL	3 & 4
QA Ltd	1, 3 & 4
QCS International	2a
Stewart First Aid Training	2b

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

[Click here to view report](#)

With reference to the minute of 20 September 2013 (page 3, paragraph 8) when the Partnership had noted that a progress report on transport for the Commonwealth Games 2014 would be

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submitted to every meeting of the Partnership until further notice, there was submitted a report (issued) of 29 January 2014 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 together with a copy of the Terms of Reference of the Transport Programme Board set up by the CG2014 Organising Committee;
- (2) advising members that SPT managed projects and operational activities were on programme and on budget;
- (3) intimating that since the last update to the Partnership, it had become clear that SPT's role in the planning and provision of bus services and facilities for the Games was likely to be significantly higher than previously suggested by the Games Organisers and officers continued to engage in dialogue with Games officials to clarify the exact responsibilities this would entail; and
- (4) informing members that SPT was progressing corporately an internal volunteering scheme to allow non-operational staff to volunteer to assist operational colleagues should they wish to do so as this policy had been very successful for Transport for London during the Olympics in 2012 and SPT hoped to replicate this success for Glasgow 2014.

After consideration and having heard Mr Stewart in further explanation, the Partnership

- (a) agreed that the Chair write to Councillor Archie Graham, Glasgow City Council's representative on the CG2014 Board to confirm SPT's support but to express also SPT's concerns re the Board's timescales in relation to the provision of public transport for the games; and
- (b) that a copy of the letter be circulated to each member of the Partnership.

8. Award of contracts

After consideration of reports (issued) of 4, 6 and 7 February 2014 by the Assistant Chief Executive (Operations), the Partnership

- (1) approved the award of the following contracts:-

Contract	Contractor	Amount	Remarks
Subway modernisation:			
(a) Track feeder cable replacement Click here to view report	Clancy Docwra Ltd	£481,046.37	Lowest tender
(b) Independent Competent Person for rolling stock, signalling and control system, control room and associated equipment delivery Click here to view report	Racon	£500,000 - £600,000 over the next 4 years based on daily rates	Most economically advantageous tender

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Contract	Contractor	Amount	Remarks
Consolidated cleaning contract (Subway, bus and Consort House premises – Lots 1,2,3 & 4) Click here to view report	Churchill	£3,126,398.54	Most economically advantageous tender Contract period 3 years with option to extend for up to further 24 months
Enhanced policing services agreement Click here to view report	British Transport Police Authority	£354,590.00	Sole provider Contract period 3 years

and

- (2) noted that the consolidated cleaning contract was subject to satisfaction of the requirements of the mandatory standstill period for EU advertised public sector contracts.

9. Register of Contracts Awarded and Variations

The Partnership noted that the Register of Contracts Awarded and Variations for the period 1 October to 31 December 2013 was available for inspection after the meeting.