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journeys*

SPT

partnership minute

Strathclyde Partnership for Transport

Minute of meeting

23 February 2007

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 23 February 2007.

Present:	East Ayrshire	Councillor Eric Ross
	East Dunbartonshire	Councillor Alan Moir
	East Renfrewshire	Councillor Alan Lafferty
	Glasgow	Councillor Irene Graham
	Glasgow	Councillor Jim McNally
	Glasgow	Councillor John Mason
	Glasgow	Councillor Alan Stewart
	Glasgow	Councillor Alistair Watson (Chair)
	Inverclyde	Councillor Eric Forbes
	North Lanarkshire	Councillor David Fagan
	North Lanarkshire	Councillor John Higgins
	North Lanarkshire	Councillor Barry McCulloch
	Renfrewshire	Councillor John McDowell
	South Ayrshire	Councillor Margaret Toner
	South Lanarkshire	Councillor Eileen Logan
	South Lanarkshire	Councillor Davie McLachlan
	South Lanarkshire	Councillor Chris Thompson
	West Dunbartonshire	Councillor Linda McColl
	Appointed Member	Liz Connolly
	Appointed Member	Thomas Hart
	Appointed Member	Alan Malcolm
	Appointed Member	Niall McGrogan
	Appointed Member	Gavin Scott
	Appointed Member	Bill Ure
	Appointed Member	Alan Wilson

Apologies:	Argyll & Bute	Duncan MacIntyre
	East Dunbartonshire	Julia Southcott
	North Ayrshire	Sam Taylor
	South Ayrshire	Councillor Tony Lewis (deputy)

Attending: Valerie Davidson, Secretary; Valerie A Bowen, Assistant Clerk; Ron Culley, Chief Executive; Gordon MacLennan, Assistant Chief Executive (Customer Support) and John Halliday, Assistant Chief Executive (Transport & Strategy).

Also attending Councillor Eamon Fitzgerald (deputy)

1. Minutes of previous meetings

The minutes of the meetings of 15 December 2006 and 8 January 2007 (issued) were submitted and approved as a correct record, subject to the deletion of Councillor McLachlan's name in the list of those members present.

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2. Committee minutes

The minutes (issued) of the undernoted committees were noted, subject to the "P" paragraphs contained in the Strategy and Programmes Committee minute which were approved:-

- (1) Operations Committee of 19 January 2007;
- (2) Audit and Standards Committee of 1 February 2007;
- (3) Strategy & Programmes Committee of 2 February 2007; and
- (4) Chair's Committee of 2 February 2007.

Arising from the minute of the Strategy & Programmes Committee and following discussion on the Partick Interchange project, the Partnership agreed that a report on site activity be submitted to the next meeting of the Strategy and Programmes Committee.

3. Membership update

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There was submitted a report (issued) of 5 February 2007 by the Assistant Chief Executive (Business Support)

- (1) informing members that, since the last meeting of the Partnership,
 - (a) North Lanarkshire Council had intimated that Councillor Tom Selfridge, one of the two Vice-Chairs of the Partnership, had resigned as an elected member of the Council and, consequently, was no longer eligible to be an elected member of the Partnership; and
 - (b) the Transport Minister had appointed Niall McGrogan of NHS Greater Glasgow to the Partnership, which brought the total number of "other" members to 7;
- (2) intimating that North Lanarkshire Council would consider its replacement representation on to the Partnership in due course; and
- (3) recommending that the Partnership consider the consequential vacant Vice-Chair role and seek nominations to the position if appropriate.

Thereon, having heard Mrs Davidson, the Partnership

- (i) noted that North Lanarkshire Council had recently appointed Councillor John Higgins to replace Councillor Tom Selfridge on the Partnership; and
- (ii) agreed that Councillor Higgins and Mr McGrogan would serve on the Strategy & Programmes and Operations Committees, respectively, and that both would serve on the Personnel Committee.

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The Chair then called for nominations for the post of Vice-Chair. Nominations were made as follows:-

Councillor Eric Forbes, nominated by Councillor John Mason, seconded by Councillor Eric Forbes.
Councillor David Fagan, nominated by Councillor Eric Ross, seconded by Councillor Alan Moir.

On a vote being taken by a show of hands, Councillor David Fagan was duly appointed Vice-Chair of the Partnership by a substantial majority.

4. Suspension of Standing Orders relating to Contracts: Buchanan Gateway project

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There was submitted a report (issued) of 14 February 2007 by the Assistant Chief Executive (Customer Services) on the requirement for additional support to assist in providing appropriate property, technical and engineering advice, as a matter of urgency, in relation to proposals by the owners of the Buchanan Galleries, inter alia, to relocate the existing shopping centre car park to a new enlarged facility to be built in the airspace above Buchanan Bus Station as part of their Buchanan Gateway project.

After considerable discussion and having heard Mr Maclennan in answer to members' questions, the Partnership

- (1) agreed
 - (a) that the Standing Orders relating to Contracts be suspended on this occasion to approve the appointment of URS Consultants to provide the necessary support; and
 - (b) that a presentation on the proposed development be made to the next appropriate meeting of the Strategy and Programmes Committee and that all Partnership members be invited to attend; and
- (2) noted
 - (a) that, whilst it was difficult to be precise about the value of the work concerned, it was estimated that it was unlikely to exceed £130,000; and
 - (b) that the owners of Buchanan Galleries had confirmed that reasonable fees in respect of the work required would be reimbursed.

5. Treasury Management Policy and Strategy 2007/08

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There was submitted a report (issued) of 5 February 2007 by the Assistant Chief Executive (Business Support)

- (1) reminding members

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- (a) that on 1 April 2006, SPT took control of the management of its cash balances whilst Glasgow City Council remained responsible for managing SPT's historic debt; and
 - (b) that, in compliance with the prudential code, SPT had adopted the Chartered Institute of Public Finance and Accountancy Treasury Management in Public Services Code which required the submission of an annual Treasury Management Strategy for approval;
- (2) advising members that to facilitate the new investment function within SPT, a range of investment accounts had been opened with a number of major financial institutions;
- (3) appending
- (a) a list of treasury management practices adopted by SPT (Appendix 1);
 - (b) SPT's current counterparty list (Appendix 2);
 - (c) SPT's prudential indicators which were relevant for the purposes of setting an integrated treasury management strategy (Appendix 3); and
 - (d) SPT's current treasury management policy statement which was still relevant today even though 5 years had passed since its initial approval (appendix 4);
- (4) detailing the proposed treasury management strategy for SPT for the financial year 2007/08 under the following headings:-
- treasury limits and estimated capital borrowing requirement;
 - prudential indicators;
 - treasury management performance;
 - prospects for interest rates;
 - major economic factors;
 - investment strategy; and
 - loan debt re-scheduling; and
- (5) requesting that the Partnership approve
- (a) the treasury management strategy for 2007/08; and
 - (b) the counterparty list as detailed in Appendix 2.

After consideration, the Partnership approved the requests at (5) above and otherwise noted the terms of the report.

6. Review of SPT Reserves

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There was submitted and approved a report (issued) of 6 February 2007 by the Assistant Chief Executive (Business Support)

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- (1) intimating
 - (a) that, at 1 April 2006, the final reserve balances of SPTA and SPTE had been rolled forward into Strathclyde Partnership for Transport as the successor body; and
 - (b) that, as separate legal bodies, SPTA and SPTE had held reserves independently and there was now a need to review the content and nature of these reserves;
- (2) outlining a proposed revised reserve structure which met the legal requirements of the new body and which included in addition to current reserve funds the establishment of earmarked funds for staff training and development and Regional Transport Strategy consultation and communication; and
- (3) appending a copy of SPT's Reserve and Fund Protocols which contained further details of all reserves and associated protocols for their use.

7. Proposed Operating Plan 2007/08

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There was submitted a report (issued) of 5 February 2007 by the Assistant Chief Executive (Business Support),

- (1) intimating that, in previous years, the Partnership had been presented with a three year rolling business plan which had outlined the organisation's policy aims, performance indicators and targets;
- (2) informing members
 - (a) that the Chief Executive had proposed an annual Operating Plan for 2007/08, a copy of which was appended to the report, which outlined the organisation's new goals and strategic priorities;
 - (b) that, as these goals and strategic priorities were outlined also in the draft Regional Transport Strategy (RTS), this would ensure close alignment between both documents; and
 - (c) that the Operating Plan highlighted the organisation's Key Performance Indicators and Tracking Indicators together with appropriate targets and measures and had taken account of the resources available for deliverability; and
- (3) explaining
 - (a) that it was proposed also that a new three year plan was developed in line with the RTS which would highlight the strategic priorities for SPT in the medium term and be supported annually by the Operating Plan; and
 - (b) that although reports on performance would be submitted throughout the year, SPT would produce a Performance Review at the end of each financial year

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which would show actual performance against agreed targets, highlight key successes and identify opportunities for improvement.

After consideration, the Partnership

- (i) approved the proposed Operating Plan for 2007/08; and
- (ii) otherwise noted the terms of the report.

8. Lease of new retail unit at Shields Road Subway Station

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After consideration of a report (issued) of 14 February 2007 by the Chief Executive on the tendering exercise that had been carried out for the lease of a small retail unit which was part of the Shields Road multi storey car park development, the Partnership agreed that a lease be entered into with Judith Hutchison at a rental of £24,720 per annum for a period of ten years on the terms detailed in the report and on other such terms and conditions as agreed by the Director of Legal and Administrative Services.

9. New rail stations studies - SPT/Transport Scotland/Network Rail liaison meeting

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With reference to the minute of 19 May 2006 (page 8, paragraph 8) when the Partnership had agreed to the progression of a number of new rail station studies proposed for the Partnership area, there was submitted a report (issued) of 7 February 2007 by the Assistant Chief Executive (Transport & Strategy),

- (1) reminding members that, in order to progress each study in a satisfactory manner, it was necessary to obtain support from Transport Scotland and Network Rail;
- (2) advising members that a meeting with these organisations had taken place in December 2006 at which proposals in respect of Parkhead, Jordanhill, Robroyston/Millerston and Flemington were discussed;
- (3) summarising the conclusion of discussions with regard to each site; and
- (4) requesting that the Partnership
 - (a) indicate whether or not it endorsed the conclusions drawn for each station; and
 - (b) authorise the initiation of further work packages as detailed in the report.

Following discussion and having heard Mr Halliday in answer to members questions, the Partnership agreed

- (i) that the proposals in relation to Parkhead and Robroyston/Millerston be taken forward; and
- (ii) that the views of Glasgow and North Lanarkshire Councils be sought in relation to the proposals for Jordanhill and Flemington, respectively.

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10. Subway Nightrider

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With reference to the minute of 15 December 2006 (page 16, paragraph 20) when the Partnership had noted

- (1) that to accelerate the consideration of possible solutions to the night economy demand, SPT was seeking bids from bus operators to provide a 20 minute frequency clockwise and anti clockwise bus service overnight Friday/Saturday and Saturday/Sunday and a Sunday evening service to terminate at around 2340hrs linking all Subway stations; and
- (2) that once tenders had been received, a report on the most effective and efficient method of providing a public transport night service would be submitted to a future meeting of the Partnership,

there was submitted a report (issued) of 9 February 2007 by the Assistant Chief Executive (Customer Services) on the tendering exercise.

After consideration, and having noted that the contract would be monitored over its duration and that a report on performance and future options would be submitted to a future meeting, the Partnership agreed

- (a) to award the contract for the bus service to the sole tenderer, First Glasgow, in the sum of £296,303 for a period of 15 months; and
- (b) that a flat fare of £2 be implemented.

11. Hamilton Central Rail Station improvements

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There was submitted a report (issued) of 6 February 2007 by the Assistant Chief Executive (Transport & Strategy) seeking approval to grant fund ScotRail for improvements at Hamilton Central Station, to include the replacement of the existing shelter, installation of a virtual ticket office, 2 additional customer information systems, environmental improvements and a poster frame to display bus timetables.

After consideration and having noted

- (1) that these proposals would be dovetailed with the longer term redevelopment of Hamilton Interchange;
- (2) that First ScotRail had committed investment under its Station Investment Plan to install a ticket vending machine in conjunction with the work funded by SPT; and
- (3) that no recourse had been agreed with Transport Scotland to fund the ongoing revenue costs for the improvements,

the Partnership agreed

- (a) that the project be taken forward by grant funding First ScotRail in the sum of £165,845 from the 2006/07 capital budget; and

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- (b) that, in order not to hold up the project, SPT fund the ongoing revenue cost of £500 per annum, to be met from the earmarked fund for rail, to the end of the First ScotRail franchise.

12. Easterhouse Rail Station car park extension

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There was submitted a report (issued) of 6 February 2007 by the Assistant Chief Executive (Transport & Strategy) seeking approval to grant fund ScotRail for improvements to the car park facilities at Easterhouse rail station.

After consideration and having noted that there had been an outstanding issue in relation to funding the ongoing costs of capital projects, the Partnership agreed

- (1) that the project be taken forward by grant funding First ScotRail in the sum of £228,548 from the 2006/07 capital budget subject to confirmation that Transport Scotland would fund the ongoing revenue costs;
- (2) that the earmarked fund for rail be utilised to fund the first year's revenue costs of £4,955; and
- (3) that the issue of the high cost of maintenance of rail station car parks be raised at a forthcoming meeting with the Transport Minister.

13. Croy Rail Station Park and Ride

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With reference to the minute of 20 October 2006 (page 2, paragraph 5) when the partnership, inter alia, had

- (1) noted the progress made in the development of a multi storey car park and reconfiguration of the existing car park at Croy rail station; and
- (2) agreed
 - (a) that the funding for the project be drawn from the 2006/07 Capital Budget, subject to the budget remaining within the approved limits, plus acceptance of specific funding from the Scottish Executive in support of the project;
 - (b) that grant funding of up to £6m in support of the project delivery be undertaken with First ScotRail as the agent, subject to satisfactory receipt of the final report; and
 - (c) that a further report presenting various options for the provision of a car park charging mechanism would be submitted to a future meeting of the Partnership,

there was submitted a report (issued) of 8 February 2007 by the Assistant Chief Executive (Transport & Strategy),

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- (i) advising members
 - (A) that the final report had been completed and the Heads of Terms had been negotiated and agreed in order to gain full commitment from the First ScotRail executive board prior to proceeding with full grant funding;
 - (B) that the feasibility study had identified ongoing operating and maintenance costs over the next 25 years and had recommended the establishment of a sinking fund of £8,237,604 to be raised from car parking fees; and
 - (C) that this would allow for various maintenance projects over the years to be met on a uniform basis;
- (ii) explaining
 - (A) that the proposal for car parking charges was designed also to support future rail growth and encourage the intervention of car trips close to the SPT boundary;
 - (B) that an average tariff of £2 for all day parking Monday to Friday (weekend parking would be free to encourage rail travel during this time) had been proposed with charges for rail season ticket holders based on the discount structure as detailed below

Weekly	£8.00	Equivalent to 4 x daily rate
Monthly	£30.70	Equivalent to 3.84 x daily rate
Quarterly	£89.00	Equivalent to 2.9 x daily rate
Annual	£320.00	Equivalent to 40 x daily rate; and
 - (C) that it was recommended that First ScotRail, or a third party operating on its behalf, operate the combined facility of both the multi storey car park and the existing station car park as confirming First ScotRail as the operator would allow the use of regulatory processes to ensure delivery of the whole scheme, thus preventing any delays to SPT's aspiration.

After consideration and having heard Mr Halliday in answer to members' questions, the Partnership

- (I) agreed that First ScotRail should undertake the operation and day to day maintenance of the car park and ensure that funding was available by way of an appropriate charge to cover the ongoing costs;
- (II) noted that all costs were indicative at this time; and
- (II) approved a flat charge of between £1 - £2 with discount for season ticket holders, with the final decision being taken nearer the time of opening in order to take into consideration any rates and/or additional factors current at that time.

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14. Sunday rail services and other potential improvements - update

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There was submitted a report (issued) of 6 February 2007 by the Assistant Chief Executive (Transport & Strategy) updating the Partnership on progress on the introduction of additional Sunday rail services and other potential service improvements and highlighting in particular

- (1) two potential options for providing a Sunday rail service between Glasgow and Larkhall;
- (2) that, following First ScotRail's first timetable conference with Regional Transport Partnerships, First ScotRail had advised that it would seek Transport Scotland's approval to the following changes which would affect rail services in the SPT area with effect from December 2007
 - (a) an hourly Sunday service from Glasgow to Alloa which would call at Bishopbriggs, Lenzie and Croy (the current two hourly calls at Lenzie made by Glasgow-Aberdeen services would cease); and
 - (b) a number of additional late night/early morning services throughout the week; and
- (3) that SPT intended to raise the issue of improved services to Ayrshire with First ScotRail at the next timetabling conference with a view to requesting the commission of a detailed timetabling study into what the options were for additional freight and passenger services post the introduction of the Glasgow Airport rail link.

After consideration, the Partnership

- (i) agreed that, in relation to the trial of a Sunday rail service from Glasgow to Larkhall
 - (A) option 2 was the preferred option; and
 - (B) that SPT fund the incremental cost of providing the service for a period of one year only from December 2007 from the earmarked fund for rail if the trial service was not funded by the Franchise process;
- (ii) noted that whilst Transport Scotland might continue to provide such a service if the trial was successful, there was no guarantee at this stage that this would occur;
- (iii) noted the intention of First ScotRail to introduce a Sunday service to Alloa and further late night services from December 2007; and
- (iv) confirmed that SPT should raise the option of increasing services to Ayrshire at the next timetabling conference and that a more detailed report be prepared for consideration at a subsequent Partnership meeting.

15. Rail staffing

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After consideration of a report (issued) of 8 February 2007 by the Assistant Chief Executive (Transport & Strategy) seeking approval for the extension of contracts for the provision of specialist technical support for the rail department's activities, the Partnership agreed that two contracts be extended by up to £45,000 each.

16. Conferences

The Partnership

- (1) considered attendance at conferences on
 - (a) "Scotland's Economic Future and the Transport Challenge" to be held in Glasgow on 2 March 2007; and
 - (b) "Transport for Tomorrow: Priorities and Strategies" to be held in Edinburgh on 9 March 2007; and
- (2) agreed
 - (a) that up to ten members be authorised to attend the "Scotland's economic future and the transport challenge" conference; and
 - (b) that two members be authorised to attend the "Transport for tomorrow: Priorities and strategies" conference.

17. Register of tenders

The partnership noted that the Register of Tenders listing contracts awarded from 1 October 2006 to 31 December 2006 was available for inspection after the meeting.

18. British Transport Police

The Chair commended the British Transport Police for their stewarding of football fans travelling to and from the UEFA cup match held at Ibrox Stadium on 22 February 2007.