

Strathclyde Partnership for Transport minute of Strategy & Programmes Committee meeting

14 November 2008

held in Consort House, Glasgow

contact officers:

Valerie A Bowen	phone: 0141 333 3130
Kirsten Clubb	phone: 0141 333 3576
Sharon MacKinnon	phone: 0141 333 3172

Minute of the meeting of the Strathclyde Partnership for Transport's Strategy & Programmes Committee held in Glasgow on 14 November 2008

- Present** Councillors David Fagan (Chair); Tom Barr (deputy) Robert Burrows; Charlie Gilbert (deputy); Ian Gray; Bill Grant (deputy); Duncan MacIntyre; Davie McLachlan; Willie O'Rourke (deputy); George Roberts and Alistair Watson and appointed members Liz Connelly and Gavin Scott.
- Apologies** Councillors Alex Hannah; Bill McIntosh; Eddie Philips; Ruth Simpson and appointed member Alan Malcolm.
- Attending** Valerie Davidson, Assistant Chief Executive (Business Support)/Secretary; Neil Wylie, Director of Finance and Eric Stewart, Director, Bus Operations.

1. Minute of previous meeting

The minute of the meeting of 19 September 2008 (issued) was submitted and approved as a correct record.

2. Order of Business

In terms of Standing Order no. 3.4, the committee agreed to vary the order of business as hereinafter minuted.

3. Acquisition of mobile travel centre

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There was submitted a report (issued) of 7 November 2008 by the Assistant Chief Executive (Operations),

- (1) reminding members that SPT had successfully operated a mobile travel centre for a number of years, providing communities with access to public transport information;
- (2) informing members
 - (a) that the current vehicle was 10 years old and as a result of structural corrosion required to be replaced at the earliest opportunity; and
 - (b) that the proposed new vehicle would be DDA compliant and utilise a diesel electric hybrid battery power train promoting "clean travel" and SPT's green credentials; and
- (3) advising members that following a tender exercise one compliant tender had been received from FerryMill Motors in the sum of £204,875, with maintenance costs for the first two years of £7,400 and £9,900 in the third year, subject to detailed minor adjustments.

After consideration, the committee

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- (i) noted that the mobile travel centre would develop SPT's customer focused provision of transport information within the west of Scotland; and
- (ii) agreed to recommend the award of the contract to FerryMill Motors and, in view of the timescale involved, to remit the decision to a Chairs Committee.

4. Revenue Budget 2009/10 – progress on development

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P There was submitted a report (issued) of 5 November 2008 by the Assistant Chief Executive (Business Support)

- (1) advising the committee of progress in the preparation of the draft revenue plan and budget for the financial year 2009/10;
- (2) informing members
 - (a) that the budget had been developed on the basis of the current level of service, and although a number of growth bids, totalling £2.2m had been received and assessed no funding was available to support them;
 - (b) that SPT, along with other local authorities was facing unprecedented service inflation costs affecting all parts of the organisation's activities;
 - (c) that fares, fees and charges had been reviewed taking into account the Partnership's objectives of promoting accessible and affordable public transport; and
 - (d) that although it was proposed that the fare setting date be re-aligned to the 1 January of each year consistent with the fare adjustment date of the heavy rail system, the bus station charge setting date of 1 April each year would be retained;
- (3) proposing the following increases in fares and charges:-

Fare/Charge	Current	Proposed
Subway adult single	£1.10	£1.20
Subway adult return	£2.20	£2.40
Subway adult 10 journey	£9.00	£10.00
Subway adult 20 journey	£17.00	£19.00
Subway adult 7 day	£10.00	£13.00
Discovery ticket	£2.50	£3.50
Subway child single	£0.55	£0.60
Subway child return	£1.10	£1.20
Subway child 10 journey	£4.50	£5.00
Subway child 20 journey	£8.50	£9.50
Subway child 7 day	£5.00	£6.50
Subway Park 'n' Ride	£4.20	£5.00
Subway parking only	£2.00	£3.00
Renfrew ferry adult	£1.10	£1.20
Renfrew ferry child	£0.55	£0.60

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Note: the impact of the growth bids and increase in fares, fees and charges was a net increase in budget income of £1.168m or 2.4%;

- (4) reminding members that the draft budget had been prepared to allow for discussion with funding partners on the level of requisition required to deliver the transport plans and services in the SPT area; and
- (5) summarising the proposed funding as undernoted which resulted in a balance of £0.477m to be funded from general reserves before the inclusion of any service growth was considered

Draft budget without growth	(£48.119m)
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funded by

Constituent council requisition (assuming 2.7%)	(£38.313m)
Scottish Government long term agreement	(£ 8.044m)
Scottish Government core funding	(£ 1.220m)
Scottish Government mainstreaming of smart measures	(£ 0.065m)

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

- (i) noted
 - (A) the contents of the report; and
 - (B) that further work would be undertaken to minimise the call on reserves and to identify further potential resources and efficiencies in order to support additional service improvements as outlined in the report; and
- (ii) agreed to recommend to the Partnership
 - (A) that a requisition increase of 2.7% from its 12 constituent councils consistent with the average increase in the local government settlement be sought; and
 - (B) approval of the proposed increase in fares, fees and charges as detailed in paragraph 3 above.

5. Draft Capital Budget 2009/10 – 2011/12

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P There was submitted a report (issued) of 29 October 2008 by the Assistant Chief Executive (Business Support)

- (1) reminding members that the capital plan involved input from all parts of SPT along with other partners and key stakeholders, and was designed to ensure that capital investment was in line with the approved RTS and delivery plans and priorities;

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- (2) advising members that whereas SPT had been allocated £25m per annum until 2010/11 as part of the three year comprehensive spending review and bids for financial support for capital projects far exceeded this level of funding, it was necessary therefore to assess bids received on whether they supported delivery of the RTS objectives and delivery plans as approved; and
- (3) outlining 6 key priorities as detailed in the Regional Transport Strategy (RTS);
- (4) informing members that the Partnership had previously approved the allocation of 70% of resources over the next 5 years to the delivery of these priorities;
- (5) appending
 - (a) a detailed list of projects proposed to be included in the draft programme, categorised as follows
 - Category 1 those projects for which approval was being sought to incur expenditure in year 1 of a 3 year plan, which had been committed already in previous years and were ready to be delivered
 - Category 2 those projects which required further development to ensure smooth delivery
 - Category 3 those projects which required further development or were planned to be delivered in future years
 - (b) a summary draft programme based on expenditure by mode; and
 - (b) a list of projects which had been submitted but had been discounted for various reasons;
- (6) summarising the capital bids over each category and year as undernoted:-

	2007/08 £'000	2008/09 £'000	2009/10 £'000
Category 1	25,781	53,125	54,687
Category 2	13,388	27,286	10,720
Category 3	610	2,550	0
Total	39,779	82,961	65,407 and

- (7) recommending that the committee
 - (a) note the contents of the report;
 - (b) approve in principle the projects outlined for the financial year 2009/10; and
 - (c) agree that a final budget be presented to a future Partnership meeting, taking cognisance of the available funding and any movements between the current financial year and 2009/10.

After consideration, the committee approved the recommendation at (7) above.

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6. Revenue Monitoring Report as at 11 October 2008

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There was submitted a report (issued) of 30 October 2008 by the Assistant Chief Executive (Business Support)

- (1) reminding members that the Partnership had approved a revenue budget for 2008/09 of £47.230m;
- (2) appending the revenue monitoring report for the period to 11 October 2008 (period 7); and
- (3) informing members that, based on the information to date, an underspend of £198,000 was forecast at this stage and all expenditure heads would be monitored closely to ensure that the projected underspend was achieved.

After consideration, the committee noted the terms of the report.

7. Capital programme monitoring and proposed amendments and additions as at 11 October 2008

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There was submitted a report (issued) of 29 October 2008 by the Assistant Chief Executive (Business Support)

- (1) providing a financial analysis of the capital programme budget and actual spend as at 11 October 2008 (period 7) in summary by service and in detail by project, which highlighted an actual spend to date of £5.501m compared to a revised profiled expenditure budgeted to be incurred by the end of period 7 of £8.693m;
- (2) highlighting the following projects which had been selected for detailed reporting:-
 - Buchanan Bus Station luggage Scanner;
 - Mobile Travel Centre;
 - Train wash;
 - Train radio system;
 - West of Scotland Conurbation Public Transport Study;
 - Internet/Intranet service development;
 - Partick Interchange; and
 - Croy Park 'n' Ride;
- (3) appending a list of various proposed amendments to the capital programme which, if approved, would result in an anticipated outturn spend of £27.023m at the end of the financial year;
- (4) advising members
 - (a) that £1.800m of additional funding that had been sought and utilised in a grant funding swap arrangement with other RTPs in the financial year 2007/08 had been returned to the relevant RTPs in the current financial year; and
 - (b) that a further £1.889m of such funding would not be returned to HiTrans in this financial year; and

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- (5) recommending that the Committee
- (a) note the delivery and financial performance of the 2008/09 SPT Capital Programme as at 11 October 2008 (period 7); and
- (b) approve the amendments to the 2008/09 Capital Programme to reflect project delivery issues as undernoted;

New projects

Capital project	Value (£)	Status
Camera and media equipment	21,280	New project
Solar illuminated bus stops trial	15,000	New project
Provision of additional bus shelter infrastructure	23,500	New project

Projects previously approved by the Partnership – for noting

Conversion of diesel buses to diesel hybrid drive technology	107,000	-
Extension of Wi-Fi system	147,000	-

Project Amendments

Traveline Scotland – Web based journey business planning	(50,000)	Outturn amended
Replacement subway ticketing system	(478,523)	Outturn amended
Life extension of autocouplers	(30,000)	Outturn amended
Subway modernisation	550,000	Outturn amended
Partick Interchange landscaping	(34,000)	Outturn amended
Easterhouse car park extension	(14,374)	Outturn amended
Renfrewshire bus shelters	(15,000)	Outturn amended
Bus scoping study	18,500	Outturn amended
New FMS system	188,000	Outturn amended
Capitalised salaries (see previous entry)	(188,000)	Outturn amended

After discussion and having heard Mrs Davidson and Mr Wylie in further explanation of the report and in answer to members' questions, the committee

- (i) approved the recommendations at (5) above; and
- (ii) noted that careful management of expenditure would be required in order to restrict expenditure to available funding.

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8. SPT Cash Balances

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With reference to the Partnership minute of 18 April 2008 (page 5, paragraph 6) when the Partnership had approved the Treasury Management Strategy for 2008/09, there was submitted and noted a report (issued) of 30 October 2008 by the Assistant Chief Executive (Business Support) informing the committee of

- (1) the cash balances as at 10 October 2008 (period 7); and
- (2) the continuing investment strategy.

9. SPT Race Equality Scheme 2008-2011

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There was submitted a report (issued) of 21 October 2008 by the Assistant Chief Executive (Business Support)

- (1) advising members
 - (a) that SPT had a statutory requirement under the Race Relations Act 1976 and Race Relations (Statutory Duties) (Scotland) Amendment Order 2003 to publish a Race Equality Scheme for which SPT would be publicly accountable; and
 - (b) that since the expiry of SPT's Race Equality Scheme 2002-05, SPT had been in breach of the legislation and that steps had been taken to remedy this as soon as possible;
- (2) informing members
 - (a) that the Race Equality Scheme set out issues, outcomes, objectives and an action plan which SPT would undertake to address race inequality and promote race equality for both employees and service users;
 - (b) that the timescale for the scheme was 2008-2011 and SPT was obliged to prepare an annual report on its progress and performance in achieving the outcomes of the scheme together with an updated version of the scheme to be published by the end of 2011; and
 - (c) that adoption and publication of the scheme would fulfil the legislative requirements placed on SPT and ensure that, as an organisation, SPT continued to position itself as modern and progressive, taking into account the needs of its employees and services users.

After consideration and having heard Mrs Davidson in explanation of the report, the committee

- (i) approved SPT's Race Equality Scheme 2008-2011; and
- (ii) noted the objectives and actions as detailed in the report.