

*joining up
journeys*

SPT

partnership minute

Strathclyde Partnership for Transport

Minute of meeting

15 February 2008

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 15 February 2008.

Present:	Argyll and Bute	Duncan McIntyre
	East Ayrshire	Bobby McDill
	East Renfrewshire	Eddie Phillips
	Glasgow	Tommy Morrison
	Glasgow	Ruth Simpson
	Glasgow	George Roberts
	Glasgow	Alistair Watson (Chair)
	Inverclyde	David Wilson
	North Lanarkshire	David Fagan
	North Lanarkshire	Robert Burrows
	North Lanarkshire	Kaye Harmon
	Renfrewshire	Marie McGurk
	South Ayrshire	Bill McIntosh
	South Lanarkshire	David McLachlan
	South Lanarkshire	Chris Thompson
	Appointed member	Tom Hart
	Appointed member	Alan Malcolm
	Appointed member	Niall McGrogan
	Appointed member	Gavin Scott

Apologies:	Glasgow	Douglas Hay
	South Lanarkshire	Eileen Logan
	West Dunbartonshire	William Hendrie
	Appointed member	Liz Connolly
	Appointed member	Bill Ure

Attending: Valerie Davidson, Secretary; Ron Culley, Chief Executive; Gordon MacLennan, Assistant Chief Executive (Customer Support); John Halliday, Assistant Chief Executive (Transport and Strategy); and Rodney Mortimer, Director of Policy & Strategy.

1. Chair's remarks

Before the commencement of the meeting the Chair advised members that he had received a letter of resignation from Appointed Member Alan Wilson. The Partnership noted the position and agreed to convey its thanks to Mr Wilson for his valuable contribution to the work of the Partnership and transport in general.

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2. Minute of previous meeting

The minute of the meeting of 14 December 2007 was submitted and approved as a correct record.

3. Committee minutes

The minutes (issued) of the undernoted committees were noted, subject to "P" paragraphs contained therein which were approved:-

- (1) Chair's Committee of 9 January 2008;
- (2) Operations Committee of 18 January 2008; and
- (3) Strategy & Programmes Committee of 25 January 2008.

4. Exclusion of press and public.

The Partnership resolved that the press and public be excluded for the next 2 items 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.

5. Acquisition of Property

There was submitted a report (issued) of 30 January 2008 by the Assistant Chief Executive (Customer Services)

- (1) informing members that in April 2002 the Strategy and Programmes Committee of the former Strathclyde Passenger Transport Authority had discussed and agreed the possibility of purchasing Consort House as part of a spend to save initiative but that the Landlord's negotiated stance at that time had been unacceptable and consequently a purchase had not been agreed;
- (2) advising members
 - (a) that the circumstances of both the property market and SPT's Landlord had changed; and
 - (b) that following recent negotiations with the Landlord, an agreement for SPT to purchase the two head lease interests in the property had been reached, subject to the Partnership's approval;
- (3) enclosing as an appendix to the report background information on Consort House, its tenancy details and the current planning position together with service charge information;

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- (4) summarising a proposed funding strategy to accommodate the purchase; and
- (5) recommending that the Partnership approve the purchase of Consort House as a spend to save initiative based on the terms outlined in the report.

After consideration the Partnership approved the recommendation at (5) above.

6. Glasgow Airport Rail Link – Corporate Acquisition – Airlink Security Parks Ltd

There was submitted a joint report (issued) of 5 February 2008 by the Assistant Chief Executive (Customer Services) and the Assistant Chief Executive (Business Support) detailing a proposal for the purchase of a corporate undertaking by SPT in pursuance of its land assembly strategy related to GARL.

After consideration, the Partnership approved the acquisition of Airlink Security Parks Ltd based on the terms outlined in the report and subject to satisfactory due diligence by SPT officers.

7. Re-admittance of press and public

At this point, the press and public were re-admitted.

8. Partnership Scheme of Delegated Functions and Committee Terms of Reference

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There was submitted a report (issued) of 28 January 2008 by the Secretary,

- (1) reminding members
 - (a) that the Partnership was required to have a Scheme of Delegated Functions in place supporting the Committee Terms of Reference which actively supported the operational activities whilst ensuring control and robust governance of decision making; and
 - (b) that both these documents together with the Financial Regulations and Contract Standing Orders had been prepared for the commencement of the new RTP in April 2006;
- (2) explaining that all governance documents had now been reviewed in light of the revised organisational structure, changes to functions and the desire to ensure that decision making was both effective and timeous;
- (3) enclosing as appendices to the report
 - (a) a proposed revised Scheme of Delegated functions; and
 - (b) a proposed amended Terms of Reference for the Partnership and its committees; and

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- (4) recommending that the Partnership approve the documents at (3) above.

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

- (i) approved the recommendation at (4) above;
- (ii) agreed that the Financial Regulations and Contract Standing Orders be amended to ensure consistency with the above; and
- (iii) noted that copies of all finalised documents would be sent to all RTP members and deputies.

9. St Enoch and Hillhead Subway stations travel information provision

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There was submitted a report (issued) of 24 January 2008 by the Assistant Chief Executive (Customer Services)

- (1) informing members that the provision of transport information within the SPT area over the last year had been examined and customer focussed solutions had been implemented in North Lanarkshire and Renfrewshire;
- (2) detailing a proposal to streamline the provision of transport information within Glasgow;
- (3) recommending
 - (a) that the three outlets at the St Enoch's complex be rationalised into one information and sales outlet located on the concourse level at St Enoch Subway Station which would release the Grade A listed building on the surface to be leased for retail purposes and in turn generate significant revenue income; and
 - (b) that Hillhead Travel Centre be merged with the Subway ticket sales outlet providing a one stop shop which would improve the customer experience; and
- (4) explaining
 - (a) that the proposals would allow SPT to provide a focussed travel information service in a more technologically advanced way, selling bus and subway tickets from the same location; and
 - (b) that additionally, revenue generating opportunities would accrue while releasing staff to be re-deployed in activities which provided direct major benefits to the travelling public.

After discussion, the Partnership

- (i) approved the recommendation at (3) above; and

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(ii) otherwise noted the terms of the report.

10. Award of Contracts[Click here to view report](#)

After consideration of various reports (issued) by the Chief Executive and Assistant Chief Executives, the Partnership approved the award of the following contracts:-

	Contract	Contractor	Amount	Remarks
(a)	SPT Security Requirements	Mitie Security Ltd	£932,774.00 (maximum value)	Contract for a minimum period of three years from 1 April 2008 with the option of extending to a maximum of 5 years, subject to achievement of agreed performance levels. Contract subject to satisfactory requirements of the mandatory standstill period of public sector contracts.
(b)	Manufacture, supply and installation of platform passenger screens at Ibrox and Hillhead subway stations	George Leslie	£483,960.19	Lowest compliant tender.
(c)	Tunnel lining waterproofing works between Buchanan Street and St Enoch subway stations	Makers	£239,531.04	Lowest compliant tender.
(d)	Extension of (i) bus shelter cleaning and defect reporting contract; and (ii) bus stop information case cleaning and defect reporting contract	Mitie Olscot	£72,000 (i); and £24,000 (ii) (6 months)	6 months extension to contract based on an RPI increase in contract value. Report on tenders for a combined and more efficient contract to be submitted to a future Partnership meeting.

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	Contract	Contractor	Amount	Remarks
(e)	GARL – Branch line advance works – utility diversion. Advance ordering of gas pipes	Scotland Gas Networks	£1.2m	Final cost of the work dependant on actual costs reasonably incurred.
(f)	Provision of Banking Services	Bank of Scotland	£142,550	Lowest compliant tender. Contract for a 3 year period with the option to extend for a further two, subject to satisfactory requirements of the mandatory standstill period of public sector contracts.
(g)	West of Scotland Conurbation Public Transport Study (Phase 3)	MVA	£474,890	Subject to satisfactory requirements of the mandatory standstill period of public sector contracts.

11. Appointed members: proposed extension to appointments

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There was submitted a report (issued) of 22 January 2008 by the Secretary,

- (1) informing members
 - (a) that the tenure of the appointed members was due to conclude at the end of March 2008; and
 - (b) that although the recruitment of the appointed members had originally been undertaken by the Scottish Executive in the months proceeding the creation of the RTP in 2006, it was expected that ongoing management of the issue would be handled by individual RTPs;
- (2) advising members that advice from the Scottish Executive indicated that it was permissible to extend periods of appointment up to 6 years but that a review of performance should be undertaken; and
- (3) recommending
 - (a) that the period of appointments of each of the appointed members be extended until 31 March 2009; and
 - (b) that performance interviews to support future re-appointments be conducted on an individual basis by the Chief Executive and the Chair prior to that date.

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

- (i) approved the recommendation at (3) above; and
- (ii) agreed that an opposition member be included in the performance interviews for future re-appointments.

12. Multi Members wards

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There was submitted a report (issued) of 22 January 2008 by the Secretary,

- (1) informing members
 - (a) that the Partnership was made up of 20 elected members nominated directly from individual constituent councils and up to 9 (minimum 7) Appointed Members; and
 - (b) that following the introduction of proportional representation in May 2007, it had been necessary to consider arrangements for communicating with members of SPT's constituent councils to ensure that all members were advised of issues of a transport nature in their area;
- (2) enclosing as an appendix to the report a proposed guidance note which outlined how SPT intended to liaise with all members of a ward on transport issues which affected that ward; and
- (3) explaining that the application of this guidance was aimed at minimising the opportunity for not presenting the same information to all members within a ward.

After discussion, the Partnership

- (i) approved the attached guidance note and its implementation; and
- (ii) agreed that the guidance note be issued to all members of the Partnership.

13. Proposed capital budget 2008/09 to 2010/11

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There was submitted a report (issued) of 8 February 2008 by the Assistant Chief Executive (Business Support),

- (1) outlining the background to the capital budget setting process when SPT departments and constituent authorities had been asked to submit their capital bids for 2008/09 and beyond;
- (2) advising members

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- (a) that general capital funding of £25m had been confirmed by the Scottish Government for each of financial years 2008/09, 2009/10 and 2010/11 which was insufficient to meet the aspirations of SPT and its constituent partner councils;
 - (b) that extensive analysis had been necessary to rationalise the capital bids in line with SPT's policies and objectives; and
 - (c) that the proposed capital programme reflected the policies and strategies contained within the draft RTS which was approved by the Partnership and submitted to Ministers on 30 March 2007;
- (3) informing members
- (a) that the capital plan had been prepared in the knowledge that many strategic capital projects had a life span greater than one financial year but reflecting the uncertainty about future capital allocations to the Partnership from the Scottish Government, above the known award of £25m per annum;
 - (b) that, as a result, it had been necessary to categorise capital projects into various stages to take account of progress in the project cycle; and
 - (c) that SPT proposed to contribute to the Single Outcome Agreements which each council was to make with the Scottish Government which would be closely aligned with the RTS and would include reference to council priorities which had been included in the capital plan;
- (4) explaining that 3 levels of priority had been identified:-
- Priority 1 those projects for which approval was being sought to incur expenditure in year 1 of the 3 year plan and were ready for delivery and other ongoing projects which had been committed in previous years
 - Priority 2 those projects which required further development work to ensure smooth delivery and which had been prioritised to do so, and
 - Priority 3 those projects which required further development or were planned to be delivered in future years.
- (5) intimating that the term priority did not reflect the importance which SPT assigned to a project but reflected the assessed state of readiness for delivery;
- (6) appending
- (a) a detailed list of all projects contained in the draft programme;
 - (b) a detailed list of those projects which were submitted but had been discounted for various reasons; and
 - (c) a summary of the draft programme along with known and anticipated funding for 2008/09;

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- (7) summarising the capital bids over each category and year as undernoted:-

	2008/09 £'000	2009/10 £'000	2010/00 £'000
Priority 1	42,674	72,250.5	44,006
Priority 2	19,755	23,743.5	10,100
Priority 3	65,952	129,320	122,060
Total	128,381	225,314	176,166

; and

- (8) recommending that the Partnership
- (a) approve
 - (i) the capital plan and budget; and
 - (ii) the request for early approval of specific projects as detailed in the report; and
 - (ii) grant funding where relevant to the authorities as detailed in the report;
 - (b) authorise the Chief Financial Officer to sign the grant funding letters for the projects; and
 - (c) agree that a final budget be presented to the next Partnership meeting, taking cognisance of the available funding and any movements arising from the bus action implementation plan and between the current financial year and 2008/09.

After considerable discussion and having heard Mrs Davidson in answer to members' questions, the committee approved the recommendations at (8) above.

14. SPT's response to the European Commission's Green Paper towards a new culture for urban mobility

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There was submitted a report (issued) of 14 January 2008 by the Assistant Chief Executive (Transport and Strategy)

- (1) advising members
- (a) that in 2007, as part of the mid-term review of its 2001 Transport White Paper, the European Commission had committed to publish a Green Paper on urban transport seeking to identify potential European added value to action taken at national, regional and local levels; and
 - (b) that following consultation on a series of identified policy options and specific questions, an action plan would be launched with the aim of

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spreading good practice in tackling urban mobility issues across the European Union; and

- (2) informing members
 - (a) of the establishment of the West of Scotland European Forum (WoSEF) made up of public sector organisations, including councils, Strathclyde Police, colleges and Health Boards, to raise the profile of the west of Scotland in Europe and to identify a common position on European policy and funding issues where possible; and
 - (b) that at its inaugural meeting on 17 October 2007, WoSEF had agreed that SPT should prepare a joint response to the Green Paper on behalf of all the west of Scotland partners; and
- (3) enclosing SPT's proposed formal response to the European Commission.

After consideration, the Partnership

- (i) approved SPT's response;
- (ii) noted the arrangements which SPT's response would form the basis of the WoSEF response; and
- (iii) agreed that future updates on European issues would be submitted to the Partnership on an adhoc basis.

15. Declaration of interest

In terms of Standing Order No. 11, Councillors Ruth Simpson and David Wilson declared an interest in the immediately following item.

16. SPT response to Market Inquiry into the supply of the Airport services by BAA within the UK

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There was submitted a report (issued) of 25 January 2008 by the Assistant Chief Executive (Transport and Strategy)

- (1) detailing the background to a current inquiry by the Competition Commission into the supply of airport services by BAA (formally know as British Airports Authority);
- (2) informing members that views had been invited on whether BAA's ownership of Edinburgh and Glasgow airports was restricting or distorting competition due to high barriers to entry and the lack of price regulation;
- (3) enclosing SPT's proposed formal response to the Competition Commission; and
- (4) advising members that SPT's proposed response:-

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- (a) underlined the importance of Glasgow Airport both to the local and to wider regional and national economy;
- (b) suggested that BAA's ownership of both Glasgow and Edinburgh airports did not sufficiently distort the air traffic market in west central Scotland to justify any enforced action to be taken for the disposal of any of its assets; and
- (c) argued that competition within the air market was sustained by the proximity of Glasgow Prestwick Airport as well as further choice offered by bus and rail services within the UK and Eurostar services to Europe.

After considerable discussion, Councillor Watson, seconded by Councillor McLachlan moved approval of the response. Councillor Roberts seconded by Councillor McDill moved not to approve the response. On a vote taken by a show of hands 2 members voted for the amendment and 13 for the motion which was accordingly declared to be carried.

Thereon, the Partnership further agreed that a report on the implementation of landing charges at all UK airports be submitted to a future meeting of the Partnership.

17. Proposed Operating Plan 2008/09

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With reference to the minute of the Partnership of 23 February 2007 (page 5, paragraph 7) when the Partnership had

- (1) approved the annual Operating Plan for 2007/08 which outlined the organisation's new goals and strategic priorities; and
- (2) noted 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,

there was submitted a report (issued) of 30 January 2008 by the Assistant Chief Executive (Business Support),

- (a) enclosing as an appendix to the report, the proposed Operating Plan for 2008/09;
- (b) informing members that it was proposed also that a new three year plan be 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
- (c) advising members that SPT would produce an Annual Report at the end of each financial year to be presented to the Partnership for approval in September of each year 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 2008/09; and

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- (ii) otherwise noted the terms of the report.

18. 'A Catalyst for Change' the Regional Transport Strategy for the west of Scotland 2007- 2021: Scottish Government response and next steps

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With reference to the minute of the Partnership of 16 March 2007 (page 3, paragraph 2) when the Partnership had approved the final draft of the Regional Transport Strategy (RTS) for submission to the Scottish Government, there was submitted a report (issued) of 14 January 2008 by the Assistant Chief Executive (Transport and Strategy)

- (1) providing detail on a response from the Scottish Government's Cabinet Secretary for Growth John Swinney, MSP which outlined further requirements by the Scottish Government, in order that the RTS could be approved by Scottish Ministers and become a statutory document;
- (2) recommending as a result of the response
 - (a) that officers undertake a redraft of the RTS in accordance with the Cabinet Secretary's request;
 - (b) that further advice from the Scottish Government on format, timescales and supplementary guidance be sought;
 - (c) that a three year Delivery Plan be prepared using the RTS Target Programme as its basis which would be SPT's overall contribution to the Government's national outcomes; and
 - (d) that member councils be engaged in developing both the revised strategy and the delivery;
- (3) explaining that it was anticipated that both the redrafted RTS and Delivery Plan would be submitted for approval to the next meeting of the Partnership on 18 April 2008; and
- (4) enclosing as an appendix to the report a response which the Chair had made to the Cabinet Secretary.

After discussion, the Partnership

- (i) approved the recommendation at (2) above; and
- (ii) otherwise noted the contents of the report.

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19. RTS support for national priorities

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With reference to the minute of the Partnership of 16 March 2007 (page 3, paragraph 2) when the Partnership had approved the final draft of the Regional Transport Strategy (RTS) for submission to the Scottish Government, there was submitted a report (issued) of 30 January 2008 by the Assistant Chief Executive (Transport and Strategy)

- (1) reminding members that SPT would be redrafting the RTS into a separate high level policy development document and Delivery Plan as requested by the Scottish Government and considered at item 18 of the minute;
- (2) advising members
 - (a) that SPT would be preparing a response at a future date on the Scottish Government's consultative draft National Planning Framework which detailed national priorities and projects for Scotland; and
 - (b) that in addition, the Scottish Government was currently reviewing key transport projects as part of its Strategic Transport Projects Review (STPR) which aimed to shape Scotland's transport network from 2012 until 2022;
- (3) informing members
 - (a) that the STPR aimed to plan and prioritise projects and improvements to deliver an efficient integrated transport network for the 21st century, to grow the economy, provide key connections and open up opportunities; and
 - (b) that it was anticipated that the STPR would be completed by summer 2008;
- (4) detailing key projects in the RTS which facilitated and supported the Scottish Governments' national priorities and projects, including those which were being delivered by SPT, other agencies or in partnership with SPT;
- (5) recommending that in order to ensure SPT, member councils and other agencies received funding for the projects needed to improve the transport network in Scotland, the projects contained in table 1 of the report be submitted to Transport Scotland for further consideration as part of the STPR; and
- (6) explaining that a report would be prepared for a future meeting of the Partnership providing more details on how key RTS projects met the Government's national priorities and projects.

After discussion, the Partnership

- (i) approved the recommendation at (5) above; and
- (ii) agreed that a column be inserted in table 1 of the report indicating the timeframe within the key RTS projects might be delivered.

20. Motherwell Transport Interchange

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With reference to the minute of the Strategy and Programmes Committee of 30 March 2007 (page 9, paragraph 8) when that committee had considered a report on the progress of the Motherwell Transport Interchange, there was submitted a report (issued) of 28 January 2008 by the Assistant Chief Executive (Transport and Strategy)

- (1) informing members
 - (a) that Motherwell rail station was a key location in the public transport network as it served as a major rail station for both local and long distance rail services and provided priorities for interchange between rail and other modes of transport; and
 - (b) that the station formed also an important gateway into Motherwell Town Centre and surrounding area;
- (2) detailing the various studies which had been commissioned by SPT throughout the years to develop Motherwell Transport Interchange;
- (3) outlining transport planning objectives which were being developed as a result of a series of stakeholder workshops and meetings involving Transport Scotland, North Lanarkshire Council, Network Rail, First ScotRail, residents' groups and business organisations;
- (4) explaining that Motherwell Transport Interchange was envisaged to consist of the following key components:-
 - a new ring road
 - an upgraded rail station and forecourt improvements including bus and taxi access; and
 - a Park and Ride car park;
- (5) summarising the preferred options for the development of the project which could be developed and implemented independently;
- (6) providing an indicative cost for the project ranging between £25m and £41m;
- (7) enclosing as an appendix to the report a scale drawing of the proposed project;
- (8) advising members
 - (a) that STAG appraisal of the component parts of the project indicated that key government transport objectives were being met;
 - (b) that an interchange development met the policies in the Regional Transport Strategy and Local Transport Strategy; and
 - (c) that the preferred proposals were being assessed for transport efficiency and further work was required to quantify the wider benefits;

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- (9) highlighting
 - (a) that although Transport Scotland and Network Rail did not recognise Motherwell Transport Interchange as a priority for investment, discussions with key stakeholders would continue;
 - (b) that SPT would take forward business case justification for the project in accordance with government guidance and best practice; and
 - (c) that for the project to be successful a funding strategy likely to require external sources eg Government, Operators etc would also be necessary.

After discussion, the Partnership

- (i) noted the general finding of the study; and
- (ii) agreed
 - (A) that the project be developed in line with paragraphs (8) and (9) above;
 - (B) that representation be made to Transport Scotland to identify the funding necessary for the successful delivery of the project and the relationship of a delivery plan to the specification for renewal of the ScotRail Franchise; and
 - (C) that officers enter into a dialogue with rail operators with a view to gaining wider support and to explore funding options.

21. Liz Connolly

The Chair on behalf of the Partnership extended his congratulations to Liz Connolly who had recently been promoted to Director of West Region of Scottish Enterprise and wished her every success in her new role.