

Partnership minute



Strathclyde Partnership for Transport

Minute of meeting

15 December 2017

held in the Lewis Room, 131 St Vincent Street, Glasgow

contact officers:

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**Minute of the meeting of the Strathclyde Partnership for Transport
held in the Lewis Room, 131 St Vincent Street, Glasgow, on 15 December 2017**

Present Councillors Dr Martin Bartos (Chair), Malcolm Balfour, Graeme Brooks (substitute), Colin Cameron, Allan Casey, Jim Finn, Alan Lafferty, Marie McGurk, Jacqueline McLaren, Michael McPake, Alan Moir, Richard Nelson, Donald Reid, Jim Roberts and David Shearer and appointed members Gregory Beecroft, Brian Davidson, Ann Faulds, Anne Follin, Graham Johnston, Jo MacLennan and Jim McNally.

Attending Valerie Davidson, Secretary/Assistant Chief Executive (Business Support); Valerie A Bowen, Senior Committee Officer; Gordon MacLennan, Chief Executive; Eric Stewart, Assistant Chief Executive (Operations), Charlie Hoskins, Senior Director and Neil Wylie, Director of Finance & HR.

1. Apologies

Apologies were submitted from Councillors Ian Cochrane, Allan Falconer, Graham Hardie, Catherine Johnstone (substitute), Allan Stubbs, Sandy Watson (substitute) and David Wilson and appointed member Alex Macaulay.

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.

By way of transparency, the Partnership were reminded that Messrs MacLennan and Stewart represented SPT as Directors of Nevis Technologies Ltd (agenda item 5).

3. Minute of previous meeting

The minute of the meeting of 29 September 2017 was submitted and approved as a correct record.

4. Committee Minutes

The minutes (issued) of the undernoted committees were noted, with the exception of the 'P' paragraphs contained in the minutes of the Operations and Strategy & Programmes Committees which were approved and the inclusion of Councillor Allan Casey in the list of those attending the Operations Committee:-

- (1) Personnel Appeals Sub-Committee of 2 October 2017;
- (2) Operations Committee of 10 November 2017;
- (3) Strategy & Programmes Committee of 24 November 2017; and
- (4) Audit & Standards Committee of 1 December 2017.

5. Representation on Board of Nevis Technologies Ltd

With reference to the minute of 1 June 2017 (page 6, paragraph 16) when the Partnership had

- (1) considered a report on SPT's member representation on Nevis Technologies Ltd.; and

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- (2) agreed that member representation be remitted to the Chair and Vice-Chairs for them to make the necessary appointments and report back to a future meeting of the Partnership,

there was submitted a report (issued) of 29 November 2017 by the Assistant Chief Executive (Business Support)

- (a) reminding members

- (i) that Nevis Technologies Limited was an approved joint venture company, formed by SPT (49%) and its ticketing technology provider RAMBUS (previously ECEBS) (51%) to act as the commercial entity to assist with the delivery of integrated ticketing solutions across participating transport modes; and
- (ii) that the Board of Nevis Technologies Ltd consisted of nine positions, five from Ecebs and four from SPT – two senior officers (the Chief Executive and the Assistant Chief Executive (Operations)) and two elected members;
- (b) intimating that the Chief Executive had advised of his intention to stand down as a Director and it was proposed that this position be filled by Charlie Hoskins, the Senior Director responsible for Subway Modernisation within SPT, as the Subway was a key customer of Nevis Technologies Limited;
- (c) advising members that it had been suggested that the other two Director positions be held by one elected member and one appointed member, the rationale for this change was to utilise the commercial company experience that appointed members brought to SPT; and
- (d) proposing that Ann Faulds be appointed to the Board of Nevis Technologies Limited as a Director, and that elected members interested in the other position contact the RTP Secretary, with the final decision being delegated to the Chair and the Vice Chairs in consultation with the Secretary.

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

- (A) noted that the Chief Executive would step down as a Director of Nevis Technologies Limited;
- (B) approved the nominations of Charlie Hoskins and Ann Faulds to the Board of Nevis Technologies Limited;
- (C) noted that a presentation would be delivered to the Partnership meeting in February 2018 to ensure that all members of SPT had a full understanding of the role that SPT played in Nevis Technologies Limited, and the purpose behind the public/private partnership; and
- (D) agreed that members interested in the vacant position should contact the Secretary and/or Chair with a view to the Partnership taking a decision on the remaining vacancy following the presentation at the next meeting.

6. Subway modernisation: Progress update

There was submitted a report (issued) of 27 November 2017 by the Assistant Chief Executive (Business Support)

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- (1) providing information on the overall progress made on the Subway modernisation project since the last written update to the Partnership in June 2017, particularly in relation to
 - the progress made since the last written update and presentation to the Partnership in June 2017;
 - the on-going programme of design and implementation of station improvements including the on-going refurbishment works at Shields Road and Bridge Street during 2017/2018;
 - the on-going and planned expansion of customer options for smartcard;
 - the approaching completion of the tunnel lining improvement contract;
 - the on-going delivery of internal infrastructure improvements and re-railing;
 - the on-going works to improve the stabling shed, gatehouse and electrical distribution systems in Broomloan Depot in advance of major change under the new rolling stock and controls system contract;
 - the current status of the new rolling stock and controls system (RS&CS) design delivery and programme challenge in respect to the manufacturer depot;
 - the progress of the operational readiness plan;
 - the activities in relation to engaging with SPT's employees, which included the commencement of discussions with trade union representatives on staffing changes with engineering and maintenance; and
 - SPT's engagement with the Office of Road and Rail (ORR);
- (2) intimating that, as part of the wider programme of activities for Subway modernisation, the programme was within overall budget and funding;
- (3) informing members
 - (a) that, given the nature and scale of the contract, it would be necessary for senior attendance at meetings (notably to chair the project board) and key inspection milestones throughout the contract delivery phase for validation of supplier progress and to ensure speed of decision-making for approvals and acceptance;
 - (b) that these meetings would typically be held in Switzerland for the new trains and France and Italy for the new signalling and control systems; and
 - (c) that It was expected that this would require up to seven visits in 2018/2019 for one or two members of the SPT senior management team at a cost of around £500-£600 per person per trip; and
- (4) recommending that the Partnership
 - (a) note the progress to date; and
 - (b) approve the planned overseas travel for senior management in support of RS&CS project delivery requirements.

Thereon, Mr Hoskins gave a presentation on the new rolling stock production process.

After considerable discussion and having heard Mr Hoskins in answer to members' questions on both the report and presentation, the Partnership approved the recommendations at (4) above.

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7. Proposed Licence to Forrest Outdoor Media Limited

With reference to the minute of the Operations Committee (page 6, paragraph 8) when that Committee had approved the award of a contract for the management, development, selling and maintenance of SPT advertising space, there was submitted a report (issued) of 24 November 2017 by the Assistant Chief Executive (Business Support)

- (1) reminding members
 - (a) that the contract had been separated into two Lots with Lot 2, roadside advertising, being awarded to Forrest Outdoor Media Limited (Forrest); and
 - (b) that individual site licence/lease agreements required to be entered into in respect of each roadside advertising site to be utilised;
- (2) advising members that there was a licence in favour of the Stadler Bussnang AG/Ansaldo STS Consortium in respect of the Subway rolling stock contract relating to property at Edmiston Drive and minor amendments to that licence would be required to accommodate the Forrest Licence Agreement;
- (3) proposing that SPT grant a 10-year Licence Agreement, with a 5 year break clause, to Forrest for the erection of a structure for the display of advertisements with a guaranteed annual income of £41,000 being paid by Forrest; and
- (4) intimating that the agreed rental would become payable within 21 days of planning permission being granted, and SPT had a suitable clause in favour to ensure that planning permission was sought promptly.

After consideration, the Partnership approved SPT entering into a Licence Agreement with Forrest Outdoor Media Ltd with the final terms of the Licence to be negotiated in consultation with the Senior Legal Advisor.

8. Renewal of Design, Technical and Professional Services Framework

There was submitted and approved a report (issued) of 21 November 2017 by the Senior Director

- (1) outlining the tender assessment procedure for a proposed pool of external consultancies for the supply of Design, Technical and Professional Services to SPT, following the expiry of the existing framework;
- (2) advising members that, when renewing the framework, SPT had taken the opportunity to re-assess SPT's business needs, and coverage of the framework and governance and lots had been re-defined;
- (3) intimating that the Design, Technical and Professional Services framework had been structured around the following lots:-

- Lot 1 Transport Planning Consultancy Services;
- Lot 2 Transport Modelling Consultancy Services;
- Lot 3 Academic Support;
- Lot 4 Land Use Planning Consultancy Services;
- Lot 5 Quality & Safety Management Systems Certification & Approval;
- Lot 6 Architectural Consultancy Services;

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- Lot 7 Civil and Structural Engineering Consultancy Services;
- Lot 8 Mechanical and Electrical Engineering Consultancy Services;
- Lot 9 Signalling Telecoms and Control Consultancy Services;
- Lot 10 Energy Management and Environmental Engineering Consultancy Services;
- Lot 11 Rail Engineering Consultancy Services;
- Lot 12 Asset Management Engineering Consultancy Services;
- Lot 13 Property Services;
- Lot 14 Project Office Support Consultancy Services; and
- Lot 15 Specialist Consultancy Support for all Operational and Maintenance System Improvements Consultancy Services;

- (4) explaining that Lots 3, 5 and 13 had not been taken forward to stage 2 of the procurement process due to lack of response and competition at stage 1;
- (5) informing members that the framework would provide SPT with a list of companies for each lot which could be called off under mini competition or limited direct award, for a range of technical disciplines and specialised skills in support of the efficient operation of the wide range of project activity within SPT, including the significant challenges and requirements posed by Subway Modernisation; and
- (6) recommending that the undernoted consultancies be included in a framework for the renewal of the Design, Technical and Professional Services framework for a three year period, with the option to extend this timescale for one year if required:-

Supplier	Lot(s)
AECOM	1,2,4,7,10,11,12 & 14
SYSTRA	1,2,9,11,12 & 15
Peter Brett Associates LLP	1,2,4, & 7
AHR Architects	6
Arcadis Consulting (UK)	7 & 8
WSP	1,2,4,6,7,9,10,12,14 & 15
Currie & Brown	14
Mott MacDonald	1,2,6,8 & 9
SWECO	1 & 2
Iron Side Farrar	4
Arup	4,7,9,10,11,12 & 15
Nicoll Russell Studios	6
Collective Architecture	6
Austin-Smith:Lord LLP	6
Atkins	7,8,9,10,11 & 15
COWI (UK)	7,
Baker Hicks	7 & 8
Troup Bywater + Anders	8,
Frazer-Nash Consultancy	8,9,11 & 15
Harley Haddow	8
NuAspect	9 & 12
CPC Systems	9,11 & 15
RSK Environment	10
WYG	10
EGIS Rail	11
Racon Management Services	11,12 & 15
Turner & Townsend	14
SNC Lavalin	14