

## **Strathclyde Partnership for Transport**

### **Minute of meeting**

**23 June 2017**

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

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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 23 June 2017**

**Present** Councillors Dr Martin Bartos (Chair), Malcolm Balfour, Colin Cameron, Allan Casey, Allan Falconer, Alan Lafferty, Lee Lyons (substitute), Marie McGurk, Jacqueline McLaren, Michael McPake, Alan Moir, Donald Reid, David Shearer, Allan Stubbs and David Wilson and appointed members Gregory Beecroft, Brian Davidson, Anne Follin, Graham Johnston 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, Neil Wylie, Director of Finance & HR and Bruce Kiloh, Head of Policy and Planning.

### **1. Apologies**

Apologies were submitted from Councillors Ian Cochrane, Jim Finn, Gordon Jenkins (substitute), Anna Richardson and Jim Roberts and appointed members Ann Faulds, Alex Macaulay and Jo MacLennan.

### **2. Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000**

Councillor Moir declared an interest in respect of item 12.

### **3. Minute of previous meeting**

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The minute of the meeting of 1 June 2017 was submitted and approved as a correct record.

### **4. Committee Representation**

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With reference to the minute of 1 June 2017 (page 3, paragraph 10) when the Partnership had noted that proposals be brought forward to a future meeting of the Partnership for membership of committees, based on members' preference, political party, geographical and gender spread, there was submitted a report (issued) of 13 June 2017 by the Assistant Chief Executive (Business Support) attaching a summary list which highlighted a proposed allocation of members for each of the committees, based as far as possible on the wishes of the members who had completed the questionnaires.

After consideration, the Partnership approved the representation from the constituent councils and appointed members on the Operations, Strategy and Programmes, Personnel and Audit and Standards Committees as highlighted in the summary list.

Thereon, Mrs Davidson called for nominations for the appointment of Chair of the Audit & Standards Committee.

Councillor Jim Finn was nominated by Councillor Wilson and seconded by Councillor Balfour.

There being no other nominations, Councillor Finn was appointed Chair of the Audit & Standards Committee.

### **5. Standing Orders relating to the Partnership**

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With reference to the minute of 1 June 2017 (page 5, paragraph 11) when, in accordance with

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Standing Order No. 9, it had been agreed that a proposed amendment to the Partnership's Standing Orders stand adjourned to the next meeting of the Partnership, there was submitted a report (issued) of 9 June 2017 by the Secretary/Assistant Chief Executive (Business Support) proposing an amendment to the Partnership's Standing Orders.

After discussion and having heard Mrs Davidson in further explanation of the report, the Partnership

- (1) approved the revision to the Partnership's Standing Orders; and
- (2) agreed that the move to a quarterly cycle of meetings would be subject to review after one year.

**6. 2016/2017 Abstract of Accounts for Strathclyde Partnership for Transport and Strathclyde Concessionary Travel Scheme Joint Committee and SPT's Annual Report 2016/2017**

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There was submitted a report (issued) of 7 June 2017 by the Assistant Chief Executive (Business Support) enclosing

- (1) the unaudited abstract of accounts for the Partnership and Strathclyde Concessionary Travel Scheme Joint Committee for the financial year ending 31 March 2017 (appended to the report) which had been prepared in accordance with the recognised standards and the Accounting Code of Practice; and
- (2) SPT's corresponding Annual Report for 2016/2017.

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

- (a) agreed that the unaudited abstract of accounts for the Partnership and Strathclyde Concessionary Travel Scheme Joint Committee for the financial year ending 31 March 2017 be submitted to the appointed external auditor, no later than 30 June 2017; and
- (b) approved the Annual report, which would be sent to the Transport Minister as required.

Thereon, the Chair referred to Page 116 of the Annual Report, specifically in relation to SPT's Subway Axiom project which had been shortlisted for a number of awards. He was pleased to inform the Partnership that SPT had been awarded the Holyrood Connect Award for Innovation.

**7. Regional Transport Strategy Review**

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With reference to the minute of the Strategy & Programmes Committee of 9 September 2016 (page 2, paragraph 7) when that Committee, inter alia, had approved a review of the Partnership's Regional Transport Strategy "A Catalyst for Change – The Regional Transport Strategy for the West of Scotland 2008-2021", there was submitted a report (issued) of 30 May 2017 by the Senior Director

- (1) reminding members that The Transport (Scotland) Act 2005, which had created the framework for Regional Transport Partnerships (RTPs), set out what the content of a Regional Transport Strategy (RTS) should be, how it should be formulated and that it be kept under review;

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- (2) intimating that an RTS should
  - Identify the transport needs of the region, and what could be done practically to address them; and
  - Show how transport in the region would be provided, developed, improved and operated so as to promote safety, enhance social and economic well-being, promote sustainability, social inclusion and equal opportunities, and improve access to healthcare and integration between modes;
- (3) explaining that, with regard to the procedure for the development of an RTS, the Act placed a duty on the RTP to consult with constituent councils, health boards and other parties who had a responsibility to, so far as possible, perform those of its functions which related to, or which affected or were affected by transport, consistently with the relevant RTS;
- (4) advising members that the objectives of the review of the RTS were
  - Changing context/trends - Outline the changing transport context and recent/emerging trends;
  - Policy/Legislative changes - Outline the wider policy, legislative, economic, social and environmental context since the RTS was developed;
  - Delivery/Areas for Improvement - Review what had been delivered through the RTS and areas for improvement for the future;
  - How the RTS had been used – How had it informed wider policy, planning and delivery decisions, and how it could have been more effective ? ; and
  - Roles and responsibilities - Review roles and responsibilities in transport, and identify issues and drivers of change to inform the new RTS;
- (5) outlining the emerging key findings of the Review under each objective;
- (6) informing members
  - (a) that the RTS Review had proven to be a hugely useful piece of work and its findings had indicated strong evidence, support and demand for a new Strategy;
  - (b) that officers would continue engagement through a further session with Partnership members in August 2017 and through continued liaison with the RTS Stakeholder Group;
  - (c) that a session with representatives of the Scottish Government from a range of portfolios was being arranged and it was expected that this would take place over the summer; and
  - (d) that SPT would continue dialogue and collaboration with the Glasgow City Region City Deal representatives and Clydeplan on the RTS and the proposed Glasgow City Region Strategic Transport Plan; and
- (7) confirming that a further update would be provided to members as the Review concluded in Autumn 2017.

After consideration and having heard Mr Kiloh in answer to members' questions, the Partnership noted the terms of the report.

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## 8. SPT Carbon Management Plan 2025

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There was submitted a report (issued) of 1 June 2017 by the Senior Director

- (1) reminding members that the Scottish Government, through the Climate Change (Scotland) Act 2009, had set an 80% target for reducing carbon emissions by 2050 with an interim target of 42% reduction by 2020, based on 1990 levels;
- (2) intimating that, since 2008/2009, SPT had had in place a Carbon Management Plan (CMP) and through this had made significant progress in carbon reduction over recent years, delivering an 18.8% reduction by 2015/2016 through a considerable investment in a number of initiatives;
- (3) listing a number of areas that had contributed to this reduction;
- (4) explaining that, in light of SPT's successes, revisions to the UK Government's grid electricity emissions factors and following the transitional period of SPT's head office move from West George Street to St Vincent Street, a review of SPT's CMP had been undertaken;
- (5) outlining SPT's current proposed actions for carbon management, which set a stretching target of 35% reduction by 2025 and which would evolve over coming years to include additional projects subject to Partnership approval and budget availability;
- (6) informing members that, at a strategic level, the CMP 2025 would be delivered through SPT's Carbon Management Steering Group, chaired by the Chief Executive, who was also SPT's Carbon Management Champion; and
- (7) confirming that the CMP and associated target would remain 'live' in order to be able to adjust to changing circumstances, and progress updates would be reported to the Partnership on a regular basis as well as ensuring legislative reporting to Scottish Government was undertaken.

After consideration and having heard various officers in answer to members' questions, the Partnership approved the proposals in relation to an updated CMP 2025 as outlined in the report.

## 9. Subway modernisation: Progress update

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There was submitted and noted a report (issued) of 24 May 2017 by the Senior Director

- (1) providing information on the overall progress made on the Subway modernisation project since the last written update to the Partnership in December 2016, particularly in relation to
  - the on-going programme of design and implementation of station improvements including the on-going refurbishment works at Kelvinbridge station and the intent to award a further two stations (Shields Road and Bridge Street) for implementation in 2017/2018;
  - the conclusion of the escalator replacement projects;
  - the on-going and planned expansion of customer options for smartcard;
  - the completion of the majority of lining repairs on the tunnel infrastructure and the works required now to complete the tunnel lining improvements;
  - the on-going delivery of internal infrastructure improvements and re-railing;

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- the works required to improve the stabling shed 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 design delivery;
  - the activities in relation to engaging with SPT employees, including the commencement of discussions with trade union representatives on staffing changes with engineering and maintenance; and
  - the initial stages in the development of the operational readiness plan; and
- (2) intimating that, as part of the wider programme of activities for Subway modernisation, the programme was within overall budget and funding.

Thereon, Mr Hoskins gave a presentation in order to assist new Partnership members with the background to the subway, its day to day operation, maintenance regime and further detail on the modernisation programme. He also provided information on what options had been assessed as part of the subway modernisation case.

The Partnership agreed thereafter that a briefing note on the options previously considered, including the subway extensions, be prepared and shared with all members.

**10. Scottish Expert Advisory Panel on the Collaborative Economy – Call for Evidence – SPT's proposed response**

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There was submitted a report (issued) of 2 June 2017 by the Senior Director

- (1) intimating that in early 2017, the Cabinet Secretary for the Economy, Jobs and Fair Work, Keith Brown MSP, had asked Helen Goulden, Executive Director of Nesta (an innovation foundation), to chair the Scottish Expert Advisory Panel on the Collaborative Economy;
- (2) outlining the key issues contained within the consultation, together with the key principles of SPT's proposed response;
- (3) appending SPT's proposed response which had been submitted within the deadline, subject to Partnership approval; and
- (4) informing members
  - (a) that, without doubt, the 'disruptive' nature of collaborative economy initiatives had the potential to fundamentally change transport demand and supply in future; and
  - (b) that, although the sector was growing quickly, SPT had recently become one of the first members of Mobility as a Service Scotland (MaaS Scotland) to ensure that it remained at the forefront of any dialogue on such initiatives;
- (5) concluding that, as it was likely that the collaborative economy would be a key part of any future RTS (which was covered in another paper to this Partnership meeting), officers would continue to liaise with industry, monitor development of the sector and would advise the Partnership of any future developments as necessary; and
- (6) recommending approval of SPT's draft response.

Following discussion and having heard Mr Hoskins in answer to members' questions, the Committee approved the recommendation at (6) above, taking into account comments made by members at the meeting.

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**11. Subway modernisation: Proposed award of Contracts**

After consideration of various reports (issued) by the Senior Director on Subway modernisation, the Partnership approved the award of the following contracts:-

Contract	Contractor	Amount	Remarks
Station refurbishments: Shields Road and Bridge Street, Glasgow <a href="#">Click here to view report</a>	Graham Construction	Up to £1,914,290.08 for Shields Road and £1,829,255.39 for Bridge Street (both excluding VAT)	Most economically advantageous tenders taking account of quality and cost
Consultancy Services for Subway stations Phase 4 designs <a href="#">Click here to view report</a>	AHR Architects Ltd	Up to £469,000.00 (excluding VAT)	Most economically advantageous tenders taking account of quality and cost
Framework for supply of electrical materials: <a href="#">Click here to view report</a>		Estimated spend over 4 years:	Tender submissions for the lots were assessed in line with pre- determined quality and cost criteria and based on a "typical" materials list
Lot 1 Electronic Components and power supplies	} } }Rexel UK Ltd	£80,000	
Lot 3 Automation and electrical control gear	} } }	£20,000	
Lot 4 Lighting	}	£150,000	
Lot 2 Electrical installation, cabling and accessories	Your electrical Supplies Services and Solutions Ltd	£50,000	

**12. Enhanced DRT funding applications: Community Transport Glasgow**

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After consideration of a report (issued) of 30 May 2017 by the Assistant Chief Executive (Operations), the Partnership agreed to an award of grant funding in the sum of £105,000 to Community Transport Glasgow for the current financial year, to assist in the support of its core transport running costs.

**13. Proposed Licence to Glasgow City Council for cycle hire station at Govan Interchange**

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There was submitted and approved a report (issued) of 8 June 2017 by the Assistant Chief Executive (Business Support) recommending Partnership approval of a Licence Agreement between Glasgow City Council and SPT in relation to the Council's proposed occupation of an area of ground at Govan Subway Station for the provision of a bicycle hire station ("the hire station"), the final terms of which would be negotiated by the Senior Legal Advisor.