

## **Strathclyde Partnership for Transport**

### **Minute of meeting**

**29 September 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 29 September 2017**

**Present** Councillors Dr Martin Bartos (Chair), Malcolm Balfour, Allan Casey, Ian Cochrane, Alistair Mackay (substitute), Jacqueline McLaren, Michael McPake, Alan Moir, Richard Nelson, Donald Reid, Anna Richardson, Jim Roberts, David Shearer and David Wilson and appointed members Gregory Beecroft, Ann Faulds, Anne Follin, Graham Johnston, Alex Macaulay, 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, Neil Wylie, Director of Finance & HR and Bruce Kiloh, Head of Policy and Planning.

**Also attending** Gary Devlin, Scott-Moncrieff.

### **1. Apologies**

Apologies were submitted from Councillors Jim Finn, Charlie Gilbert (substitute), Alan Lafferty, Marie McGurk, Allan Stubbs and appointed member Brian Davidson.

### **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.

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

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The minute of the meeting of 23 June 2017 was submitted and approved as a correct record.

Arising from the minute, in relation to page 4, paragraph 9, the Chair informed members that the briefing note referred to was currently being prepared would be made available to members in the near future.

### **4. Committee minutes**

The minutes (issued) of the undernoted committees were noted:-

- (1) Personnel Appeals Sub-Committee of 24 August 2017;  
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- (2) Operations Committee of 25 August 2017;  
[Click here to view minute](#)
- (3) Strategy & Programmes Committee of 8 September 2017;  
[Click here to view minute](#)
- (4) Audit & Standards Committee of 15 September 2017; and  
[Click here to view minute](#)
- (5) Personnel Committee of 15 September 2017.  
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Arising from the minute of the Audit & Standards Committee minute, the Chair reminded members of their duty to inform the Secretary, and their named substitute, if they were unable to attend any meetings of the Partnership or its Committees.

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**5. Annual Accounts 2016/2017**

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There was submitted a report (issued) of 13 September 2017 by the Assistant Chief Executive (Business Support)

- (1) informing members
  - (a) that, to ensure compliance with the Local Authority (Accounts) Regulations 2014, the Partnership must consider the audited annual accounts and approve them for signature no later than 30 September immediately following the financial year end; and
  - (b) that the Strathclyde Concessionary Travel Scheme Joint Committee had agreed previously that, as common systems were utilised, it was appropriate that SPT's Audit & Standards Committee would scrutinise the draft accounts on its behalf, and these would subsequently be submitted to the next available Joint Committee meeting for noting;
- (2) appending the annual accounts for the year ending 31 March 2017 for both SPT and the Strathclyde Concessionary Travel Scheme Joint Committee, the unaudited versions of which had been considered by the Partnership at its meeting on 23 June 2017;
- (3) highlighting the fact that no significant or major adjustments had been required as a result of the audit process and Scott Moncrieff had expressed an opinion that the financial statements represented a true and fair view of the Partnership's financial affairs and those of the Joint Committee; and
- (4) recommending that the Partnership approve
  - (a) the signing of the Partnership financial statements for the year ending 31 March 2017; and
  - (b) the signing of the Joint Committee financial statements for the year ending 31 March 2017, noting these would be submitted to the Joint Committee in due course.

After consideration and having heard Mrs Davidson in answer to members' questions, the Partnership approved the recommendations at (4) above.

**6. 2016/2017 Annual Audit Report to members of Strathclyde Partnership for Transport, the Strathclyde Concessionary Travel Scheme Joint Committee and the Controller of Audit**

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There was submitted the External Audit Annual Report issued by Scott-Moncrieff for the year ended 31 March 2017 for Strathclyde Partnership for Transport, together with the annual report for the Strathclyde Concessionary Travel Scheme Joint Committee and compiled in accordance with Audit Scotland's Code of Practice, International Standards on Auditing (UK and Ireland) and Ethical Standards.

After discussion and having heard Mr Devlin in further explanation of his report, which contained no recommendations for action, the Partnership noted the external audit report.

**7. Regional Transport Strategy Review**

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With reference to the minute of 23 June 2017 (page 2, paragraph 7) when the Partnership, inter alia, had

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- (1) considered the emerging key findings of SPT's review of the Regional Transport Strategy under each objective; and
- (2) noted that a further update would be provided to members as the review concluded in Autumn 2017,

there was submitted a report (issued) of 12 September 2017 by the Senior Director

- (a) informing members that, since the previous report to the Partnership, further engagement had taken place with key stakeholders, specifically through two engagement sessions with SPT members and, in addition, officers had continued dialogue with Glasgow City Region City Deal representatives with regard to future transport strategy development in the west of Scotland;
- (b) listing the key points from the members' sessions;
- (c) advising members that, in relation to the continued dialogue with Glasgow City Region City Deal in relation to the aspiration within the Glasgow City Region Economic Action Plan to develop a Glasgow City Region Strategic Transport Plan (GCRSTP), the meeting had been positive and there had been considerable support for taking an integrated and complementary approach to developing any future RTS and GCRSTP, utilising joint working where appropriate to avoid duplication; and
- (d) concluding
  - (i) that, as the Review has been undertaken during the build-up to what is expected to be a period of change in the Scottish transport system, viz. a new Transport Bill, a new National Transport Strategy, the outcomes of both the national Planning Review and the Enterprise & Skills Review, the proposed Low Emission Zones, and the consultation on the future of the National Concessionary Travel Scheme, the RTS Review had proven to be a hugely useful exercise, both in terms of analysis and through engagement undertaken during the process; and
  - (ii) that the findings of the RTS Review had indicated strong evidence, support and demand for a new Strategy and, subject to Partnership approval of the creation of a new RTS, officers would begin the development process and keep the Partnership informed of progress through regular updates to future committees.

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

- (A) approved the creation of a new RTS for the west of Scotland; and
- (B) otherwise noted the terms of the report.

## 8. Transport Outcomes Reports 2017/2018

[Click here to view report](#)

There was submitted a report (issued) of 12 September 2017 by the Senior Director

- (1) intimating
  - (a) that SPT had prepared Transport Outcomes Reports (TORs) annually since 2008 as a means of summarising the range of SPT projects, investments, services and initiatives delivered in each council area over the previous year and detailing the plans for the year ahead;

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- (b) that the TORs linked directly to the RTS Delivery Plan and were the local monitoring and planning element of SPT's suite of strategic plans; and
  - (c) that the TORs summarised SPT's commitment and contribution as a Community Planning Partner by detailing the links between SPT activity and each CPP's local community outcomes;
- (2) outlining the process for circulating the TORs;
  - (3) explaining the relationship between SPT activity and the supporting role of transport in delivering local outcomes as set out in Community Planning Partnerships' Single Outcome Agreements, Community Plans and/or Local Outcome Improvement Plans;
  - (4) informing members
    - (a) that, as the TORs had been written in their existing format since 2014, in line with the RTS Delivery Plan, it was proposed that they be reviewed as part of the development of a new RTS; and
    - (b) that the review would include further assessment of the delivery of the new set of local outcomes set out within the emerging Local Outcome Improvement Plans and improving the wider dissemination of the information within the TORs in line with the Community Empowerment Act; and
  - (5) appending draft copies of the TORs for Argyll & Bute (Helensburgh & Lomond), East Ayrshire and East Dunbartonshire councils.

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

## **9. Invitation to Lord Provost's Burn Supper 2018**

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After consideration of a report (issued) of 12 September 2017 by the Assistant Chief Executive (Business Support) seeking views on an invitation received from the Right Honourable the Lord Provost of Glasgow to take a table at next year's Burns Supper to be held on 26 January 2018, the Partnership agreed

- (1) that SPT take a table at the event at a cost of £1,000 + vat; and
- (2) that the Chair and Vice-Chairs determine the guest list.