

*joining up
journeys*

SPT

partnership minute

Strathclyde Partnership for Transport

Minute of meeting

15 August 2008

held in Consort House, Glasgow

contact officers:

Valerie A Bowen phone: 0141 333 3130

Kirsten Clubb phone: 0141 333 3576

Minute of the meeting of the Strathclyde Partnership for Transport held in Consort House, Glasgow, on 15 August 2008.

Present:	Argyll and Bute	Duncan MacIntyre
	East Ayrshire	Bobby McDill
	East Dunbartonshire	Billy Hendry (deputy)
	East Renfrewshire	Eddie Phillips
	Glasgow	Douglas Hay
	Glasgow	Tommy Morrison
	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 Grant (deputy)
	South Lanarkshire	Ian Gray
	South Lanarkshire	John Murray (deputy)
	West Dunbartonshire	William Hendrie
	Appointed member	Liz Connolly
	Appointed member	Tom Hart
	Appointed member	Alan Malcolm
	Appointed member	Gavin Scott
	Appointed member	Bill Ure

Apologies:	Glasgow	Ruth Simpson
	South Ayrshire	Bill McIntosh
	South Lanarkshire	David McLachlan
	South Lanarkshire	Chris Thompson (deputy)
	West Dunbartonshire	Alex Hannah
	Appointed member	Niall McGrogan

Attending: Valerie Davidson, Secretary; Valerie Bowen, Senior Clerk; Ron Culley, Chief Executive; Gordon Maclennan, Assistant Chief Executive (Operations) and Eric Stewart, Director, Bus Operations.

1. Welcome

The Chair welcomed the representatives from the trade unions to the meeting.

2. Minute of previous meeting

The minute of the meeting of 13 June 2008 was submitted and approved as a correct record.

3. Committee minutes

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

- (1) Audit and Standards Committee of 13 June 2008;
- (2) Operations Committee of 27 June 2008;
- (3) Strategy & Programmes Committee of 27 June 2008; and
- (4) Chair's Committee of 4 July 2008.

4. Membership update

Mrs Davidson informed the Partnership that West Dunbartonshire Council had intimated a change to its deputy representation on the Partnership. She explained that Councillor William McLaughlin had been appointed to replace Councillor Patrick McGlinchey. The Partnership noted the position.

5. Legal Services Framework – proposed appointment of panel of external legal advisers

[Click here to view report](#)

There was submitted a report (issued) of 23 July 2008 by the Chief Executive,

- (1) informing members that following SPT's reorganisation of the in-house legal team in 2007, it had been recognised that in order to manage workflow peaks effectively and to access specialist legal advice quickly, SPT required to have in place a panel of legal firms operating under a framework agreement;
- (2) explaining that the framework would provide SPT with a panel of legal firms which could be instructed on the basis of tendered rates or be asked to mini tender for legal services over the period August 2008 to August 2011;
- (3) outlining the tender assessment procedure; and
- (4) recommending that the following firms be included in the approved SPT framework for the provision of legal services:-
 - DLA Piper;
 - Anderson Strathern;
 - Brodies;
 - Biggart Baillie;
 - Harper MacLeod;
 - McGrigors;
 - Dundas & Wilson; and
 - Semple Fraser.

15 August 2008

After discussion and having heard Mr Culley in answer to members' questions, the Partnership approved the recommendation at (4) above.

6. Design & Technical Services Framework – proposed appointment of consultants

[Click here to view report](#)

There was submitted a report (issued) of 30 July 2008 by the Chief Executive,

- (1) informing members
 - (a) that the ability to call off consultants from a framework for the supply of design and technical services had been identified as a critical area to enable SPT to deliver its wide range of projects and interventions; and
 - (b) that SPT already had in place a framework agreement for project management support services which had been working well in supporting the project management duties on projects;
- (2) advising members that the design & technical services framework had been structured around the following lots:-
 - Lot 1 Architectural Services (Transport);
 - Lot 2 Civil & Structural Engineering;
 - Lot 3 Mechanical & Electrical Engineering;
 - Lot 4 Electrical & Systems Engineering (Subway);
 - Lot 5 Surveys;
 - Lot 6 Cost Management;
 - Lot 7 CDMC Services;
 - Lot 8 Strategic Development;
 - Lot 9 Transport Specific Design; and
 - Lot 10 Environmental & Sustainability;
- (3) explaining that the framework would provide SPT with a list of companies for each lot which could be called off or be asked to mini tender for design and technical services over the period August 2008 to August 2011;
- (4) outlining the tender assessment procedure; and
- (5) recommending that the following consultancies be included in the approved SPT framework for the provision of design and technical services for lots 1 to 10:-

Strathclyde Partnership for Transport

15 August 2008

Framework Company	Lot
Aedas	1
Arcadis AYH plc	6
Atkins	2, 3, 4, 5, 6, 8, 9
Austin-Smith:Lord	1
Colin Buchanan	10
Corus Rail Technologies	5
Cyril Sweett	7
Donaldson Associates Ltd	2
Faber Maunsell	3, 7, 8, 10
Gardiner & Theobald LLP	6
Gleeds	6
Halcrow Group Ltd	3, 4, 7, 9
Jacobs UK Ltd	1, 2, 3, 4, 5, 7, 8, 9, 10
Mott MacDonald	2, 3, 4, 9
MVA Consultancy	8
Omnicom Engineering Ltd	5
Ove Arup & Partners Scotland Ltd	2, 8, 9
Parsons Brinckerhoff	1, 2, 3, 4, 5
Ramboll Whitbybird	3
RLF LLP	6
RSK Environment Ltd	10
Scott Wilson	1, 2, 3, 4, 5, 7, 8, 9, 10
Steer Davies Gleave	8
TPS Consult Ltd	5

15 August 2008

Turner & Townsend LLP (CM)	6
Turner & Townsend MS	7
White Young Green	2; and

- (6) highlighting that work had recently commenced in relation to a framework for property support services, which would provide support to SPT on property related aspects of SPT projects and business activities.

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

7. Award of Contracts

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

	Contract	Contractor	Amount	Remarks
(a)	Remedial works on the autowalks at Buchanan Street Subway station Click here to view report	Kone Escalators Ltd	£341,608 (maximum value)	Contract awarded on a sole supplier basis in accordance with Standing Orders Relating to Contracts para 13.1(c) (2). Work to be carried out in 2 stages and funded as detailed in the report.
(b)	Extension to contract for maintenance of Bus Information Display System (BIDS) Click here to view report	Tandata Systems Ltd	£160,200	3 year contract.

15 August 2008

	Contract	Contractor	Amount	Remarks
(c)	Supply, implementation and maintenance of a Financial Management System (FMS) Click here to view report	TechnologyOne	£450,019	<p>5 year contract awarded - included 10% tolerance on the variable elements of the contract.</p> <p>£15,000 had been allocated for PC memory upgrades and £12,300 for system upgrades every 18 months which had been excluded from the contract award value.</p> <p>Contract subject to satisfactory requirements of the mandatory standstill period of public sector contracts.</p>

8. Environmental Policy Statement

[Click here to view report](#)

There was submitted a report (issued) of 14 July 2008 by the Assistant Chief Executive (Business Support),

- (1) informing members that as a key part of SPT's ongoing commitment to environmental improvement and to meet the requirements of the ISO14001 Environmental Management Standard, SPT had published a Corporate Environmental Policy Statement;
- (2) appending SPT's proposed Environmental Policy Statement which was a public statement of corporate aspirations for improvement and reflected SPT's principles and intentions towards the environment and
- (3) explaining that it was intended that regular reports be made to the Strategy and Programmes Committee on SPT's achievements in environmental improvements.

After discussion, the Partnership approved SPT's Environmental Policy Statement subject to bullet point 5 being amended to read "reduce our consumption of non-renewal resources".

9. Grant funding proposals:-

[Click here to view report](#)

After consideration of reports (issued) by the Assistant Chief Executive (Operations) and the Assistant Chief Executive (Business Support) detailing various grant funding proposals for members' consideration, the Partnership

15 August 2008

- (1) agreed
 - (a) to grant fund Henderson Travel £106,864 for the conversion of two Optare Solo buses to hybrid drive technology, with both vehicles being used on SPT subsidised local bus service contracts for a period of 5 years after the date of conversion; and
 - (b) to grant fund Clydeport Limited £65,000 as a contribution to the provision of weather protection to the walkway between Ardrossan Harbour rail station and the Arran ferry passenger terminal; and
- (2) authorised the Assistant Chief Executive (Business Support) to sign the necessary grant award letters in support of the above projects.

10. SPT response to consultation on “Integrated Ticketing – a Strategy for Scotland”

[Click here to view report](#)

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

- (1) advising members of consultation carried out by Transport Scotland in May and June 2008 on a National Integrated Ticketing Strategy;
- (2) enclosing SPT’s response which had been submitted to Transport Scotland on 18 July 2008; and
- (3) explaining that the response confirmed SPT’s commitment to the roll out of smartcard ticketing solutions and to partnership working with Transport Scotland in the development and delivery of an action plan for integrated ticketing for the west of Scotland.

After considerable discussion on the possibility of pilot ticketing schemes with Transport Scotland in preparation for the Children’s Olympics 2011 and Commonwealth Games 2014 and having heard Mr Stewart in further explanation and in answer to members’ questions, the Partnership

- (a) noted the response; and
- (b) agreed that a report presenting SPT’s Integrated Ticketing Action Plan would be submitted to a future meeting of the Strategy and Programmes Committee for members’ consideration.

11. 250th Anniversary of the birth of Robert Burns

[Click here to view report](#)

There was submitted a report (issued) of 6 August 2008 by the Chief Executive

- (1) informing members

15 August 2008

- (a) that Scotland would host its first ever Homecoming year in 2009 which had been timed to mark the 250th anniversary of the birth of Scotland's national poet, Robert Burns; and
 - (b) that from Burns' night to St Andrews Day, a countrywide programme of events and activities would celebrate some of Scotland's great contributions to the world;
- (2) advising members that organisations all over the country were currently planning activities to commemorate these events;
 - (3) explaining that SPT would be undertaking the following small projects, which would permit the appropriate celebration of the significance of the 250th anniversary of the birth of Robert Burns:-
 - Installation of a total of 10 flagstones in bus stations in the west of Scotland inscribed with a line from one of Robert Burns' poems;
 - Installation of a wooden panel in each of the Subway foyers inscribed with a line from one of Robert Burns' poems;
 - Vinyl-wrapping of a subway carriage commemorating the life of Robert Burns;
 - Publication of bus routes from different points in the west of Scotland to Burns' cottage and other associated Ayrshire destinations; and
 - Introduction of a poetry competition for local school children using the syntactic, grammatical and structural character of Robert Burns' poetry in order to express comments about the Subway; and
 - (4) explaining that it was anticipated that the budget for the above projects would be no more than £15,000 and would be spent between now and the end of the calendar year in order that the installations could be in place by January 2009.

After considerable discussion and having heard Mr Culley in further explanation and in answer to members' questions, the Partnership noted the current proposals and agreed that further information would be available at a future meeting on other opportunities for SPT to promote the Homecoming Year 2009.

12. Landing charges at UK airports

[Click here to view report](#)

With reference to the minute of the Partnership of 15 February 2008 (page 10, paragraph 16) when the Partnership had

- (1) approved SPT's response to the market inquiry into the supply of airport services by BAA within the UK; and

15 August 2008

- (2) agreed that a report on the implementation of landing charges at all UK airports be submitted to a future meeting of the Partnership,

there was submitted a report (issued) of 25 July 2008 by the Assistant Chief Executive (Business Support),

- (a) informing members that as airport operators were commercial organisations, they were reluctant to divulge information that might disclose their operating strategy and it had not been possible to gather meaningful information on charges; and
- (b) advising members
- (i) that although some airports had a schedule of charges for landing and navigation, number of passengers per flight, aircraft parking etc., and apron services, it was understood that major airlines often negotiated variable discounts dependant on the number of flights using the airport; and
- (ii) that consequently the list of charges obtained by SPT did not reflect what was actually charged.

After considerable discussion and having heard the Chair advise members that SPT would continue to monitor the situation, the Partnership agreed that relevant airlines be contacted regarding their views on the level of charges at airports within the UK.

13. Media report

[Click here to view report](#)

There was submitted a report (issued) of 7 August 2008 by the Assistant Chief Executive (Business Support),

- (1) enclosing a report provided by the media monitoring company Pressdata summarising the media coverage on SPT's activities during the months from April to June 2008; and
- (2) explaining that, although there might be perceptions that SPT's media coverage was overwhelmingly critical, the actual measurement for the last three months available had shown a high beneficial and factual content.

After discussion the Partnership noted the terms of the report.

14. Register of Tenders

The Partnership noted that the Register of Tenders listing contracts awarded from January to June 2008 was available for inspection after the meeting.

