

Strathclyde Partnership for Transport

Minute of meeting

22 June 2018

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 22 June 2018**

Present Councillors Dr Martin Bartos (Chair), Allan Casey, Ian Cochrane, Allan Falconer, Graham Hardie, Alan Lafferty, Marie McGurk, Alan Moir, Donald Reid, Jim Finn, Michael McPake, David Wilson, Jim Roberts and appointed members Gregory Beecroft, Brian Davidson, Ann Faulds, Graham Johnston and Jo MacLennan.

Attending Valerie Davidson, Secretary/Assistant Chief Executive; Heather Maclean, Committee Officer; Gordon MacLennan, Chief Executive; Charlie Hoskins, Senior Director, Neil Wylie, Director of Finance & HR and Bruce Kiloh, Head of Policy & Planning.

1. Apologies

Apologies were submitted from Councillors Malcolm Balfour, Colin Cameron, Jacqueline McLaren, Richard Nelson, Tracey Carragher, Anna Richardson, David Shearer and appointed members Alex Macaulay, Anne Follin and Jim McNally

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

No matters were raised.

3. Minute of previous meeting

The minute of the meeting of 23 February 2018 was submitted and approved as a correct record.

4. Committee Minutes

The minutes (issued) of the undernoted committees were noted and approved as an accurate record subject to a minor typographical error in the Audit & Standards minute which has Councillor Casey as both present and tendering apologies. Councillor Casey should be noted as tendering apologies

- (a) Operations Committee of 4 May 2018;
- (b) Strategy & Programmes Committee of 18 May 2018;
- (c) Audit & Standards Committee of 8 June; and
- (d) Chair's Committee of 12 June 2018.

5. Transport (Scotland) Bill – Update

There was submitted a report (issued) of 11 June 2018 by the Senior Director updating the Partnership on the provisions of the recently published Transport (Scotland) Bill.

The Bill focuses on:

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- Bus Services
- Parking
- Low Emission Zones
- Road Works
- Smart Ticketing
- RTP Financial Arrangements
- Scottish Canals Board

The report also highlights:

- (1) This is the first new transport-focused parliamentary Bill in Scotland for 13 years and many changes advocated by SPT over recent years have been adopted;
- (2) Officers will continue to review the proposed provisions of the Bill and will prepare a report for a future Committee advising of the potential impacts of the Bill in the west of Scotland;
- (3) SPT officers have been liaising with Transport Scotland officers for some time on the provisions of the Bill and will continue to seek to engage with relevant stakeholders in relation to its provisions and to influence the final form of the Bill; and
- (4) Officers will keep the Partnership updated on the Bill as it progresses through the Scottish Parliament.

After discussion and hearing from Messers Hoskins and Kiloh in further explanation and comment from Cllr Dr Bartos, the committee noted the contents of the report.

6. Annual Report

There was submitted the annual report (issued) by the Assistant Chief Executive.

The document highlights work the Partnership has undertaken and some of the many achievements and successes from the last financial year.

After discussion and further explanation from Mrs Davidson and Mr Wylie in answer to Members' questions, it was agreed that the report be distributed electronically to all members and stakeholders.

7. SPT Board Diversity Succession Plan

There was submitted a report (issued) dated 12 June 2018 by the Assistant Chief Executive.

- (1) To advise the Partnership of a recent letter from the Scottish Government concerning arrangements for the implementation of the Gender Representation on Public Boards (Scotland) Act 2018; and
- (2) To seek Partnership approval for SPT's draft Board Diversity Succession Plan.

After discussion, comment from members and further explanation from Mrs Davidson, the partnership noted the content of the correspondence and approved SPT's Board Diversity Succession Plan, noting the continued involvement of appointed members Jo MacLennan and Ann Faulds..

8. Subway Modernisation – progress update

There was submitted a report (issued) dated 7 June 2018 by the Senior Director.

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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 December 2017, particularly in relation to
- the progress made since the last written update to the Partnership in December 2017;
 - the on-going programme of design and implementation of station improvements;
 - the on-going and planned expansion of customer options for smartcard;
 - the completion of the tunnel lining improvement contract;
 - the delivery of internal infrastructure improvements;
 - the planned works to improve the stabling shed roof, and the completed works to replace the 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 design delivery and impacts to programme forecasting;
 - the progress of the operational readiness plan;
 - the activities in relation to engaging with our employees including the commencement of discussions with trade union representatives on staffing changes with engineering and maintenance;
 - the engagement with the ORR;
 - the programme is within overall budget and funding; and
 - the necessary travel by the SPT team in support of RS&CS project delivery requirements.
- (2) Recommending that the Partnership note the progress to date.

Thereon, Mr Hoskins gave a presentation to give Members their first look at the first newly manufactured SPT rolling stock. After members' questions and further explanation from Mr Hoskins, the committee noted the contents of the report.

9. Regional Transport Strategy Delivery Plan 2018/19 - 20/21

There was presented a report (issued) dated 6 June 2018 by the Senior Director recommending the approval of the RTS Delivery Plan 2018/19-20/21.

It was discussed and agreed that this would be a fluid, working document.

After member's questions and further explanation from Mr Hoskins and Councillor Dr Bartos, the committee noted the contents of the report and approved the plan as a working document.

10. Access to Information

There was submitted a report (issued) dated 6 June 2018 by the Assistant Chief Executive seeking approval of:

- a) the introduction of a Re-use of Public Sector Information Policy;
- b) the introduction of a Charging for Information Policy; and
- c) a revised Freedom of Information Policy.

After discussion and further explanation from Mrs Davidson, the committee noted and approved the policy documents.

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11. RTS – Award of contract for consultancy services to support development and delivery of new Regional Transport Strategy

There was submitted and approved a report (issued) dated 6 June 2018 recommending the award of contract for consultancy services to support the development and delivery of the new Regional Transport Strategy (RTS) to Peter Brett Associates LLP for a contract value of £360,637.50.

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 paragraph 9 of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

12. Unit 4, Buchanan Bus Station Lease

There was submitted and approved a report (issued) dated 11 June 2018 by the assistant Chief Executive with regards to the lease of unit 4, Buchanan Bus Station.

- (1) informing members that:
 - (a) the agreement in place between SPT and the current tenant expired on Monday 11 June 2018.
 - (b) Bids were assessed against set criteria which took account of the impact on the future site plans, social responsibility, quality of fit out, complementary offerings within the facility, impact on operational workings of the bus station, financial covenant and finally the proposed rental and lease terms; and
- (2) Recommending approval for the Assistant Chief Executive and the Senior Legal Advisor to enter into and conclude negotiations for lease term.

13. Disposal of Former Greenock Travel Centre

There was submitted and approved a report (issued) of 11 June 2018 by the Assistant Chief Executive

- (1) informing members that an offer had been received to purchase the former SPT Travel Centre and drivers Bothy in Kilblain Street, Greenock.; and
- (2) requesting
 - (a) approval of the sale; and
 - (b) that the final missives be concluded by the Assistant Chief Executive (Business Support) in consultation with the Senior Legal Adviser.

14. Register of Contracts Awarded and Variations

The Chair proposed that this matter be considered as a standing item for the Audit & Standards Committee, and this was agreed.