

**TAYSIDE AND CENTRAL SCOTLAND TRANSPORT PARTNERSHIP****13 JUNE 2017****2017/18 REVENUE BUDGET AND PROGRAMME****JOINT REPORT BY DIRECTOR AND TREASURER**

This report provides a monitoring update on Revenue expenditure and seeks the Partnership's approval of a revised 2017/18 Revenue Programme.

**1 RECOMMENDATIONS****1.1 That the Partnership :-**

- (i) notes the position regarding Core Revenue expenditure as at 30 April 2017 as detailed in Appendix A;
- (ii) notes progress on the 2017/18 RTS Revenue Programme and related expenditure as discussed in sections 3.3 - 3.33 of the report and detailed in Appendix B; and
- (iii) approves the revised 2017/18 RTS Revenue Programme as detailed in the report and Appendix B.

**2 BACKGROUND**

- 2.1 At its meeting on 6 December 2016 the Partnership approved a Core Revenue Budget for financial year 2017/18 and agreed to request that constituent Councils make provision for their respective funding contributions within their 2017/18 Revenue Budgets (Report RTP/16/38 refers). At that time the Partnership also noted an anticipated Scottish Government Grant in Aid award of £522,750 in 2017/18, maintaining the current annual level of Grant in Aid funding.
- 2.2 At its meeting on 14 March 2017 the Partnership noted the Partner Councils' approval of requested Revenue contributions towards the approved 2017/18 Core Budget and confirmed award of Scottish Government Grant in Aid of up to £522,750 in 2017/18. At the same meeting the Partnership approved an initial 2017/18 Regional Transport Strategy (RTS) Revenue Programme and agreed to receive a report on a finalised 2017/18 RTS Programme at its next meeting (Report RTP/17/05 refers).

### **3 DISCUSSION**

#### **2017/18 Core Revenue Budget**

- 3.1 The approved Core Budget and expenditure to 30 April 2017 and projected expenditure to the financial year end are shown in Appendix A.
- 3.2 At this early stage in the financial year the outturn spend is projected to be on budget. The approved budget accommodates provision for previously approved revisions to the Partnership's management and staffing structure, elements of which remain to be progressed, as discussed in the separate Director's Report to this meeting.

#### **2017/18 RTS Revenue Programme**

- 3.3 At its meeting on 14 March 2017, the Partnership approved an initial 2017/18 Regional Transport Strategy (RTS) Revenue Programme based on a budget of £212,369 provided from the balance of Scottish Government Grant in Aid (Report RTP/17/05 refers). At the same meeting the Partnership agreed that any underspend in the 2016/17 Core and RTS Revenue expenditure be carried forward as deferred income to supplement the 2017/18 RTS Revenue Programme (Report RTP/17/04 refers).
- 3.4 As reported separately, the Unaudited Accounts for 2016/17 include a final Deferred Income amount of £67,004, providing a revised budget of £279,373 available to fund RTS implementation work this financial year. The Deferred Income includes £20,000 committed to Active Travel Audits and £2,250 committed to ongoing promotion of travelknowhow website.
- 3.5 RTS programme expenditure to 30 April 2017 and projected expenditure to the financial year end is shown in Appendix B. Progress on individual elements of the RTS Revenue programme is outlined below. A number of proposed revisions to budget allocations are also discussed below and detailed in Appendix B.

#### **Development of RTS and Delivery Plan (£8,000)**

- 3.6 This provision allows for annually recurring costs associated with statutory monitoring and reporting on the Regional Transport Strategy.
- 3.7 To date there has been no expenditure commitment under this budget heading.

### Strategic Connectivity (£50,000)

- 3.8 The review of the National Transport Strategy (NTS) and Strategic Transport Projects Review (STPR) will be progressed during 2017/18. In addition, emerging City Deals for the Tay Cities and Stirling city-regions identify a number of strategic connectivity priorities which it is envisaged the Partnership will have a key role in supporting during the months and years ahead, including the proposed development of a Regional Transport Model for the Tay Cities region.
- 3.9 This provision allows for contributing to and supporting anticipated development work on progressing strategic connectivity priorities and proposals through the review and updating of the NTS/STPR and emerging City Deals.
- 3.10 To date there has been no expenditure commitment under this budget heading.

### Health & Transport (£22,000)

- 3.11 This allocation includes a recurring provision of £10,000 to support continued development of locally relevant Health & Transport Action Plans through Community Planning Partnerships (CPPs). This work is supported by the appointment of consultants who have provided ongoing specialist support and advice on development of the Health & Transport Framework and associated CPP-relevant Action Plans. During the coming year work will focus specifically on ensuring continued alignment with and supporting relevant local outcomes within emerging Locality Outcome Improvement Plans (LOIPs).
- 3.12 In addition, this allocation makes provision for an annual allocation of £12,000 towards road safety campaigns in all four partner Council areas, in support of CPP Community Safety Plans.
- 3.13 To date there has been no expenditure commitment under this budget heading.

### Active Travel (£70,000)

- 3.14 This allocation includes provision for full year costs of up to £42,000 associated with appointment of the embedded Active Travel Officer in partnership with Sustrans, plus a contribution of up to £18,000 towards the continued appointment of the Regional Cycle Training & Development Officer, in partnership with Cycling Scotland. The proposed budget also allows for a continued contribution of up to £10,000 towards annual cycle campaigns and promotions, in partnership with Cycling Scotland and Councils.
- 3.15 The revised budget of £90,000 includes £20,000 deferred income contribution towards the programme of Active Travel Audits, as discussed in a separate report to this meeting.

3.16 To date £80,000 has been committed under this budget heading.

Travel Planning (£20,000)

3.17 This allocation allows for recurring costs of approximately £10,000 for maintaining the Tactran Liftshare and travelknowhow websites, plus an allowance of up to £10,000 to support other Travel Planning and Sustainable Travel Grant Scheme initiatives and projects.

3.18 The revised budget of £22,250 includes £2,250 deferred income contribution towards promotion of travelknowhow website.

3.19 To date £11,148 has been committed under this budget heading.

Buses (£5,000)

3.20 This allocation provides for maintenance and potential development of the regional Thistle Assistance Card and other potential bus support initiatives.

3.21 To date there has been no expenditure commitment under this budget heading.

Park & Ride

3.22 It is anticipated that Park & Ride/Choose proposals and priorities around Dundee, Perth and Stirling, as identified in the RTS and Park & Ride Strategy, will now be taken forward through the Tay Cities and Stirling City Deals. Consequently no specific budgetary provision for Park & Ride is proposed in 2017/18.

Rail (£10,000)

3.23 This allocation provides for further development and promotion of the Tay Estuary Rail Strategy and related regional and local rail service and infrastructure enhancements and priorities, working with the rail industry, Transport Scotland, partner Councils and neighbouring RTPs, including supporting implementation of the Revolution in Rail 2018 proposals, which will introduce 200 additional new services every day, providing 20,000 more seats, 39 additional carriages and significant journey time improvements across Scotland and are scheduled to be phased in between May 2018 and May 2019.

3.24 To date there has been no expenditure commitment under this budget heading.

### Freight (£5,000)

- 3.25 This allocation provides support towards development and implementation of Regional Freight Quality Partnership initiatives and priorities, including an ongoing contribution supporting the Stirling & Tayside Timber Transport Group's continued appointment of a Timber Transport Officer and a £2,000 match funding contribution towards feasibility of a Sustainable Urban Logistics Plan (SULP) for Stirling.
- 3.26 To date £3,167 has been committed under this budget heading.

### Travel Information Strategy (£5,000)

- 3.27 This allocation allows for maintenance and ongoing development of the [www.gotoo.com](http://www.gotoo.com) multi-modal travel information website.
- 3.28 To date £3,000 has been committed under this budget heading.

### Climate Change

- 3.29 Tactran's Transport Carbon Assessment identifies 6 key priority mitigation areas where Tactran has significant potential to contribute to or support reduction in transport carbon emissions, as follows: low carbon vehicles and infrastructure; eco-driving; Travel Planning; supporting road based public transport; supporting rail improvements; influencing travel demand and behaviour.
- 3.30 Many of these are cross-cutting and the budget allocations under Health and Transport, Active Travel, Travel Planning, Buses and Rail will contribute towards achieving Tactran's Climate Change duties. In addition Tactran is involved in partnership with other stakeholders on projects to promote low carbon vehicles and infrastructure and eco-driving, without having a financial commitment.
- 3.31 No financial allocation is directly allocated to this budget heading, but Climate Change contributions are being pursued under other budget headings and with partner organisations.

### Contingency (£17,369)

- 3.32 As a result of the revised allocations as discussed above, an amended provision of £62,123 is available to accommodate other emerging Revenue costs and priorities including continuation of the Active Travel Audits programme, freight initiatives such as a potential contribution towards the further development of a Sustainable Urban Logistics Plan (SULP) for Stirling and enhancing Multi Operator Smart Ticketing capabilities with potential to support emerging City Deals proposals.
- 3.33 The Partnership is asked to approve the revised 2017/18 RTS Revenue Programme, as detailed above and in Appendix B.

#### **4 CONSULTATIONS**

- 4.1 The report has been prepared in consultation with the Transportation Officers Liaison Group, Public Transport Officers Liaison Group and Chief Officers Liaison Group.

#### **5 RESOURCE IMPLICATIONS**

- 5.1 The main resource implications are addressed within the report.

#### **6 EQUALITIES IMPLICATIONS**

- 6.1 This report has been screened for any policy implications in respect of Equality Impact Assessment and no major issues have been identified.

**Eric Guthrie**  
**Director**

**Scott Walker**  
**Treasurer**

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#### **NOTE**

The following background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (and not containing confidential or exempt information) were relied on to a material extent in preparing this Report.

Report to Partnership RTP/16/38, 2017/18 Core Revenue Budget, 6 December 2016

Report to Partnership RTP/17/04, 2016/17 Revenue Programme and Monitoring, 14 March 2017

Report to Partnership RTP/17/05, 2017/18 Revenue Budget and Programme, 14 March 2017

**Tactran Income and Expenditure Account**  
**Revenue**  
**2017/2018**  
**Detailed Statement - Core**

Appendix A

<b>Income</b>	<b>Budget</b>	<b>Actuals to 30</b>	<b>Projected</b>	<b>Variance to</b>
	<b>£</b>	<b>April 2017</b>	<b>Outturn</b>	<b>Budget</b>
	<b>£</b>	<b>£</b>	<b>2017/2018</b>	<b>£</b>
			<b>£</b>	<b>£</b>
Scottish Government Grant Revenue Receive	310,381	75,000	310,381	-
Deferred Income		0	-	-
Council Req's Revenue Rec'd	103,020	0	103,020	-
Interest Received	-	0	-	-
Other Income	2,230	2,700	2,230	-
	<b>415,631</b>	<b>77,700</b>	<b>415,631</b>	<b>0</b>
<b>Expenditure</b>				
<u>Staff Costs</u>				
Salary GP	250,815	0	250,815	0
Salary Supn	42,640	0	42,640	0
Salary NI	27,896	0	27,896	0
Training/Conferences	1,200	255	1,200	0
Subscriptions	330	0	330	0
	<b>322,881</b>	<b>255</b>	<b>322,881</b>	<b>0</b>
<u>Property Costs</u>				
Energy	4,800	(172)	4,800	0
Cleaning	2,000	(460)	2,000	0
Maintenance	1,000	0	1,000	0
Rent	13,400	2,698	13,400	0
Rates	5,985	0	5,985	0
	<b>27,185</b>	<b>2,066</b>	<b>27,185</b>	<b>0</b>
<u>Supplies and Services</u>				
Office Consumables	4,125	(25)	4,125	0
Communications	3,500	136	3,500	0
Insurance	6,140	3,614	6,140	0
Information Technology	1,000	0	1,000	0
Hospitality	700	24	700	0
Board Expenses - misc.	1,000	0	1,000	0
	<b>16,465</b>	<b>3,750</b>	<b>16,465</b>	<b>0</b>
<u>Transport Costs</u>				
Travel and Subsistence	2,000	16	2,000	0
Public Transport	2,200	73	2,200	0
Expenses - Board Members	1,000	0	1,000	0
	<b>5,200</b>	<b>88</b>	<b>5,200</b>	<b>0</b>
<u>Third Party Payments</u>				
Audit Fees External	9,900	(6,695)	9,900	0
PKC Finance Service	14,000	0	14,000	0
PKC Secretariat Service	8,000	0	8,000	0
Other Third Party Payments	12,000	(495)	12,000	0
	<b>43,900</b>	<b>(7,190)</b>	<b>43,900</b>	<b>0</b>
Gross Expenditure	<b>415,631</b>	<b>(1,031)</b>	<b>415,631</b>	<b>0</b>
Net Expenditure	<b>0</b>	<b>(78,732)</b>	<b>0</b>	<b>0</b>

Tactran Income and Expenditure Account  
Revenue  
2017/2018  
Detailed Statement - RTS

Appendix B

	Approved Budget £	Proposed Budget	Actuals to 30 April 2017 £	Committed 2017/2018 £	Projected Outturn 2017/2018 £	Variance to Budget £
<b>Income</b>						
Scottish Executive Grant Revenue Received	212,369	212,369		-	212,369	0
Deferred Income		67,004			67,004	0
	<b>212,369</b>	<b>279,373</b>	-	-	<b>279,373</b>	-
<b>Expenditure on Projects</b>						
2016/2017 Accruals	-	-	2,171	(2,171)	0	0
Development of RTS & Delivery Plan	8,000	8,000	-	-	8,000	0
Strategic Connectivity	50,000	50,000	-	-	50,000	0
Health and Transport	22,000	22,000	-	-	22,000	0
Active Travel	70,000	90,000	-	80,000	90,000	0
Travel Planning	20,000	22,250	-	11,148	22,250	0
Buses	5,000	5,000	-	-	5,000	0
Park & Ride	-	-	-	-	0	0
Rail	10,000	10,000	-	-	10,000	0
Freight	5,000	5,000	-	3,167	5,000	0
Travel Information	5,000	5,000	-	3,000	5,000	0
Climate Change	-	-	-	-	0	0
Contingency	17,369	62,123	-	-	62,123	0
<b>Gross Expenditure</b>	<b>212,369</b>	<b>279,373</b>	<b>2,171</b>	<b>95,144</b>	<b>279,373</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>2,171</b>	<b>95,144</b>	<b>0</b>	<b>0</b>