

# **NORTH EAST OF SCOTLAND TRANSPORT PARTNERSHIP**

## **21 AUGUST 2014**

Minute of Meeting of the North East Scotland Transport Partnership Board

Woodhill House, Aberdeen  
Thursday, 21 August 2014

Present: Councillor Peter Argyle (Chairperson); Councillor Ramsay Milne (Deputy Chair); Eddie Anderson (Deputy Chair); and Councillors Andrew Finlayson and Angela Taylor (Aberdeen City Council); Councillors Alan Buchan, Graeme Clark and John Latham (Aberdeenshire Council); Gerry Donald and Sandra MacDonald (Non Councillor Members); and Dr Maggie Bochel (Adviser to the Board).

In Attendance: Derick Murray, Rab Dickson and Kirsty Chalmers (Nestrans); Tom Buchan and Mark Skilling (Aberdeenshire Council); and Martin Allan (Assistant Clerk to the Board). Also in attendance: Jim Boyle and Karlyn Watt, Deloitte.

Apologies: Duncan Cameron and Stephen Archer.

**The agenda and reports associated with this minute can be located at the following link:**

<http://www.nestrans.org.uk/board-meetings.html>

### **MINUTE OF PREVIOUS MEETING**

1. The Board had before it the minute of its previous meeting of 18 June 2014.

#### **The Board resolved:**

- (i) to note that Rab Dickson had spoken to Peterhead Harbour regarding the port receiving wind turbine parts and confirmed that they do receive such deliveries. He will seek to check Government policy regarding the importing of such parts;
- (ii) to note that officers have raised with Stagecoach Buses the issue of bicycles and the company will investigate 2 solutions to allow bikes to be transported on buses on the Deeside corridor, which will be reported back in due course; and
- (iii) to approve the minute as a correct record.

### **STATEMENT OF ACCOUNTS AND THE EXTERNAL AUDITOR'S REPORT TO THE PARTNERSHIP 2013/14**

2. The Board had before it (1) a report by the Treasurer which presented the audited statement of accounts for 2013/14, and (2) a report by Deloitte which advised that they had undertaken an audit of Nestrans' financial statements, and presented their

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findings in this regard. Jim Boyle and Karlyn Watt joined the meeting to present the report of behalf of Deloitte.

**The report recommended -**

- (a) that the Board consider the audited Statement of Accounts for 2012/13 and the independent auditor's report; and
- (b) agree that a £10 charge for a printed copy of the Statement of Accounts be made and that the Statements can be accessed and downloaded free of charge from the Nestrans' website.

**The Board resolved:**

to approve the recommendations contained in the report.

**LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS**

3. With reference to article 3 of the minute of the previous meeting of 18 June, 2014, the Board had before it a report by the Director which provided an update on liaison between Regional Transport Partnerships (RTPs), the Scottish Government and other organisations.

Contained in the report was a response from the Director on the Airport Commission's Discussion Paper No.6: Utilising the UK's Existing Airport Capacity.

**The report recommended -**

that the Board note progress on arrangements with other RTPs the Scottish Government and others and the arrangements for future meetings and ratify the response from the Director to the Airport Commission as detailed in the report.

**The Board resolved:**

- (i) to approve the recommendation; and
- (ii) to note that Strathclyde Partnership for Transport will be invited to address the Board's Health and Transport Steering Group.

**STRATEGIC TRANSPORT FUND - UPDATE**

4. With reference to article 4 of the minute of the previous meeting of 18 June 2014, the Board had before it a report by the Director, which updated members on the payments received into the Strategic Transport Fund (STF) since the aforementioned meeting.

The report provided details on the proposed report to be submitted to the Aberdeen City and Shire Strategic Development Planning Authority (SDPA) on the review of the Strategic Transport Fund guidance and how the guidance could become statutory under the new Strategic Development Plan. The report explained that the report would

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be submitted to the SDPA on 24 September, 2014 prior to it being considered by the Nestrans Board at its next meeting on 9 October, 2014.

**The report recommended -**

that the Board note the steps being taken in the review of the STF and the intention to bring back proposals to the next meeting of the SDPA and subsequently Nestrans setting out details to take forward the review of Supplementary Guidance to adoption as soon as practically possible.

**The Board resolved:**

to approve the recommendation.

**AVIATION**

5. The Board had before it a report by the Director, which provided details on aviation matters.

The report provided details on the Heathrow Airport's Regional Connectivity Task Force. The Task Force's remit was to develop policy proposals and recommendations for improving enhanced transport connectivity/regional access to an expanded Heathrow.

The Director explained that there were 7 places available on the Task Force (1 for each region) and that Scotland had been allocated 1 place. He further explained that he had been asked to take the 1 place for Scotland and that as a result he was looking for the Board's approval of this.

The Director then explained that Aberdeen Airport had established a Consultative Committee and that Nestrans had been asked to consider taking up a place on this body.

**The report recommended -**

that the Board note the report.

**The Board resolved:**

- (i) to congratulate the Director on his invitation to sit on Heathrow Airport's Regional Connectivity Task Force and to approve this appointment;
- (ii) to note that a report would be submitted to the next meeting of the Board recommending Elected Member involvement on Aberdeen Airport's Consultative Committee;
- (iii) to note that the Director would discuss the possibility of direct flights from Aberdeen to Halifax, Canada (and subsequent flights to Houston, Texas) with the Route Development Manager at Aberdeen Airport; and
- (iv) to approve the recommendation contained in the report.

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**RAIL MATTERS**

6. The Board had before it a report by the Director, which updated members on rail matters.

The report provided information on the inaugural meeting of the North East Rail Forum which met on 2 July, 2014. A copy of the note of meeting of the Forum was attached as an appendix to the report.

The Members also discussed the accessibility issues at Inch station (as detailed at article 3(ii) of the minute of the previous meeting).

**The report recommended -**

that the Board note the contents of the report and the outcome of the Rail Forum meeting.

**The Board resolved:**

- (i) to agree that a letter be sent to David Middleton, Chief Executive of Transport Scotland regarding the accessibility issues at Inch Station; and
- (ii) to otherwise approve the recommendations contained in the report.

**FREIGHT FORUM**

7. With reference to Article 7 of the minute of meeting of the Board of 18 June, 2014, the Board had before it a report by the Director which updated the members on freight issues.

The report had appended to it a copy of the note of meeting of the North East Scotland Freight Forum of 23 June, 2014. The meeting focussed on the launch of the Freight Action Plan 2.

**The report recommended -**

that the Board note the contents of the report and the outcome of the Freight Forum meeting.

**The Board resolved:**

to approve the recommendation contained in the report.

**BUS ISSUES**

8. The Board had before it for consideration, a report by the Director, which provided information and updates in relation to bus issues.

The report provided information on the following matters:- Bus Investment Fund; Thistle Card; Real Time Bus Website; reducing barriers to the use of buses; potential European hydrogen bus project; and relevant publications.

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The Board discussed the hydrogen bus project in detail. Specifically the members discussed the importance of raising awareness of this initiative as well as the governance arrangements required to progress the project.

**The report recommended -**  
that the Board note the report.

**The Board resolved:**

- (i) to agree to raise the importance of publicising the hydrogen bus project and the requirements for governance arrangements for the initiative with the Regional Transport Partnership Chairs and to request that officers submit a report to the Board at their next meeting; and
- (ii) to otherwise note the report.

**PROGRESS REPORT**

9. With reference to article 10 of the minute of its previous meeting of 18 June, 2014, the Board had before it a progress chart summarising the work in three sub strategies of the Regional Transport Strategy as at 12 August, 2014.

**The Board resolved:**  
to note the content of the progress chart.

**PUBLICATIONS AND CONSULTATIONS**

10. With reference to article 11 of the minute of its previous meeting of 18 June, 2014, the Board had before it a report by the Director which summarised and advised on a number of different publications and consultations as follows:

National Planning Framework 3  
Rail Station Car Parking Strategy  
National Walking Strategy  
Active Travel Strategy Guidance

**The report recommended -**  
that the Board note the content of the report and the documents referred to above.

**The Board resolved:**  
to approve the recommendations.

**BUDGET MATTERS**

11. With reference to article 14 of the minute of the previous meeting of 18 June 2014, the Board had before it a report by the Treasurer, which provided an update on the Partnership's budget in 2014/15 and forecast outturn in this regard.

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The report provided details on proposed virements between budgets due to surpluses and underspends.

**The report recommended -**

That the Board -

- (a) note the monitoring position and forecast;
- (b) approve the proposed budget revisions and virements detailed in the report ; and
- (c) note the managers' intention to bring proposals to a later Board meeting to utilise the predicted underspend against the capital budget.

**The Board resolved:**

to approve the recommendations.

**INFORMATION BULLETIN**

**12.** With reference to article 17 of its previous meeting of 18 June, 2014, the Board had before it a report by the Director which provided information and updates for the Board on a number of matters not requiring a decision as follows –

- Access to Laurencekirk Study
- Energetica corridor multi-modal study
- Equalities Outcomes
- Cycling Development Officer
- Ministerial Cycling Summit
- Scottish Transport Awards
- Getabout
- Nestrans' Press Releases

The Board discussed the details contained in the Equalities Outcomes update. The Director suggested that he would submit a report to the next meeting detailing how a stronger link can be made between the outcomes and the evidence that supports them, clearly defining the outcomes that are set and ensuring that they are SMART (specific, measurable, achievable, relevant and time-bound).

**The report recommended –**

that the Board note the contents of the report.

**The Board resolved:**

- (i) to note that a report on the Equalities Outcomes would be submitted to the next meeting of the Board;
- (ii) to note that the Director will advise Councillor Finlayson on an analysis of the number of accidents there have been at the Charleston flyover in recent years; and
- (iii) to otherwise note the report.

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**CONFERENCES AND PRESENTATIONS**

**13.** With reference to article 18 of the minute of its previous meeting of 18 June, 2014, the Board had before it a report by the Director summarising recent and forthcoming conferences of interest to the Partnership along with presentations by Nestrans and its partners.

**The Board resolved:**

to note the information provided.

**PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS**

**14.** With reference to article 19 of the minute of its previous meeting of 18 June, 2014, the Board had before it a report by the Director detailing pending business and information on reports to be submitted to future Board meetings.

**The report recommended -**

that the Board note the content of the report and agree the provisional scheduling of major reports to future meetings.

**The Board resolved:**

to approve the recommendation.

- **PETER ARGYLE, Chairperson**