

## **NORTH EAST OF SCOTLAND TRANSPORT PARTNERSHIP**

Minute of Meeting of the North East Scotland Transport Partnership Board

Aberdeen, Wednesday, 19 September 2018

Present: Councillor Sandra Macdonald (Chairperson); Dr Margaret Bochel (Vice Chairperson), and Councillors Philip Bell, John Cox, Ross Grant (as substitute for Councillor Jennifer Stewart), Alex Nicoll and Colin Pike; and Mr Gerry Donald.

In Attendance: Rab Dickson, Derick Murray, Nicky Laird, Kelly Wiltshire, Jenny Anderson and Lucy Johnston (Nestrans); Mr George Mair; Gale Beattie, Robert Templeton and Mark Masson (Aberdeen City Council), Ewan Wallace, Susan Donald and Andrew Leil (Aberdeenshire Council) and Anne MacDonald (Audit Scotland).

Apologies: Councillors Peter Argyle, David Aitchison and Jennifer Stewart; and Eddie Anderson and Stephen Archer.

### **DECLARATIONS OF INTEREST**

1. There were no declarations of interested intimated.

### **MINUTE OF BOARD MEETING, 20 JUNE 2018**

2. The Board had before it the minute of its previous meeting of 20 June, 2018 for approval.

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

to approve the minute as a correct record.

### **BOARD MEETING DATES 2019**

3. The Board had before it a report which sought approval of dates for the Board meetings in 2019.

The Board were asked to consider the following dates for the Board meetings in 2019:-  
All Wednesdays at 2pm -

- 13 February
- 17 April
- 19 June
- 18 September
- 06 November
- 11 December

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**The report recommended:-**

that the Committee –

- (a) consider the above and agree the proposed dates; and
- (b) request that appointments be sent out to members following this meeting.

**The Board resolved:-**

to approve the recommendations.

**PRESENTATION BY MICHELLE HANDFORTH, CHIEF EXECUTIVE, ABERDEEN HARBOUR**

4. The Board received a powerpoint presentation from Michelle Handforth, Chief Executive, Aberdeen Harbour Board in relation to the existing harbour and the new Aberdeen harbour developments at Bay of Nigg.

During the presentation, Ms Handforth (1) outlined the strategic framework for the harbour including the purpose, vision, mission, objectives, enablers and values; (2) provided details in relation to the financial turnover of the harbour; (3) advised that Aberdeen will be Scotland's largest berthing port following the completion of the new South harbour; and (4) indicated that the new South harbour will be 40km<sup>2</sup> in size, have 7 km of quayside and that construction will be completed in 2020.

In response to a question regarding connectivity to Shetland and Orkney, Ms Handforth advised that future ferry services could be accommodated at both harbours.

**The Board resolved:-**

to thank Michelle Handsforth for her informative presentation.

**DIRECTOR'S REPORT**

5. The Board had before it a report by the Director of Nestrans, which provided an update on liaison activity with other RTP's with the Scottish Government and other organisations.

**The report recommended:-**

that the Board note the progress on liaison arrangements with other RTP's, the Scottish Government and others and the arrangements for future meetings.

The Director highlighted amongst other items, the following areas for members' attention:-

- NTS Roles and Responsibilities meeting in Glasgow on 26 June 2018;
- East Coast Mainline Association meeting in York on 29 June 2018
- Active Travel Meeting with Transport Scotland in Glasgow on 3 July 2018;
- Laurencekirk Junctions Partnership meeting in Dundee on 19 July 2018;
- Aberdeen to Central Belt Rail meeting in Dundee on 3 August 2018;

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- High Speed Rail Stakeholder Group meeting in Glasgow on 16 August 2018;
- Bus Alliance meeting in Aberdeen on 27 August 2018; and
- RTP Chairs meeting in Shetland on 5<sup>th</sup> September 2018.

In addition to the report, the Director provided information from the Airport Consultation Committee (1) advising that passenger numbers were improving in relation to domestic traffic although international figures were down; (2) providing details in relation to the proposed Drone Safety Zone around the airport; and (3) highlighting that visibility assistance was being addressed in terms of passengers passing through the airport.

**The Board resolved:-**

to approve the recommendation.

**TRANSPORT SCOTLAND BILL**

6. The Board had before it a report in relation to the Transport (Scotland) Bill which sought a response to a call for evidence.

**The report recommended:-**

that the Board agree that the comments in the report, amended by the discussion at the Board meeting and informal Board discussion on 25 September, form the basis of a Nestrans response to the Rural Economy and Connectivity Committee's call for evidence.

Members discussed the contents of the report which outlined the proposed responses to sections of the Bill relating to Low Emissions Zones, Bus Services, Ticketing Arrangements and Schemes (Smart Ticketing), Pavement Parking and Double Parking, Roadworks and Miscellaneous and General.

**The Board resolved:-**

to approve the recommendation, subject to adding comments relating to (1) delivery vehicles being left at home overnight in housing schemes by the delivery driver; and (2) adopted paths/pavements in housing schemes in rural areas.

**REGIONAL TRANSPORT STRATEGY – PROGRAMME FOR RTS 3**

7. The Board had before it a report which provided details in relation to the intention to work towards a new Regional Transport Strategy over the next year or so, with an intention of completing the review by the end of 2019.

**The report recommended:-**

that the Board –

- (a) approve the proposals to develop a reviewed Regional Transport Strategy and the intended Officer Working Groups arrangements;
- (b) instruct Officers to report back on a Member/ public engagement strategy;

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- (c) instruct Officers to report back on progress with the Strategy development to the December Board meeting.

Councillor Macdonald suggested that an officer/elected member working group be established to have an oversight of Regional Transport Strategy 3. It was suggested that this issue be considered at the away day on Tuesday 25 September 2018.

**The Board resolved:-**

to approve the recommendations.

**COUNCILLORS CODE OF CONDUCT – AMENDMENTS FOR RTP MEMBERS**

8. The Board had before it a report which provided details in relation to amendments to the Councillors Code of Conduct for Members of Regional Transport Partnerships.

**The report recommended:-**

that the Board note the amendment to the Councillors Code of Conduct.

**The Board resolved:-**

to approve the recommendation.

**CODE OF CORPORATE GOVERNANCE**

9. The Board had before it a report which sought approval of a Code of Corporate Governance for Nestrans.

**The report recommended:-**

that the Board:-

- (a) adopt the Code of Corporate Governance for the partnership as detailed in Appendix 1, subject to any appropriate adjustments being made following the Board's consideration;
- (b) instruct officers to publish the Code of Corporate Governance on the Nestrans website; and
- (c) instruct officers to review the Code and prepare an annual governance statement and report this each year to the Board as part of the annual accounts.

**The Board resolved:-**

- (i) to approve the recommendations; and
- (ii) that the annual appraisal between the Director of Nestrans continue with Stephen Archer, but that further appraisal included the Chair of Nestrans.

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**GETABOUT EVALUATION**

10. The Board had before it a report which provided information in relation to the results of a study commissioned on behalf of Nestrans and the Getabout Partnership to evaluate the work of the partnership and recommend any improvements.

**The report recommended:-**

that the Board –

- (a) note the contents of this report and the consultants' findings; and
- (b) instruct officers to continue to work with Getabout Partners to promote Sustainable Travel and implement an action plan to move forward with the key recommendations from the report and report back to the Board with progress.

**The Board resolved:-**

to approve the recommendations.

**FPASTS – FURTHER RAIL STUDY**

11. The Board had before it a report which provided information in relation to the progress on the Fraserburgh and Peterhead to Aberdeen Strategic Transport Study (FPASTS).

**The report recommended:-**

that the Board note the contents of this report and the progress regarding the further rail studies in support of the FPASTS study.

**The Board resolved:-**

- (i) to approve the recommendation; and
- (ii) that a report be submitted to a future meeting of the Board in relation to commissioning a further consultant's study to investigate the potential for further stations south of Aberdeen, including Newtonhill.

**PARK AND RIDE RESEARCH – RESULTS AND ACTION PLAN**

12. The Board had before it a report which provided an update in relation to a study that Transport Consultants AECOM had done on behalf of Nestrans as part of the Civitas Portis EU funded Sustainable Transport project.

**The report recommended:-**

that the Board –

- (a) note the contents of this report and appendix;
- (b) instruct officers to: continue to work with Aberdeenshire and Aberdeen City Council and bus operators to promote Park and Ride; and
- (c) instruct officers to investigate options to resource improvements to Park and Ride services and bus priority measures, in conjunction with the new North East of Scotland Bus Alliance.

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**The Board resolved:-**

- (i) to approve the recommendations; and
- (ii) that further consideration be given to a Park and Ride at Stonehaven as part of the Strategic Transport Appraisal.

**WELLINGTON ROAD MULTI-MODAL CORRIDOR STUDY – STAG PART 1**

13. The Board had before it a report which (1) provided an update on progress with the Wellington Road Corridor Multi-Modal Corridor Study, which was being undertaken using Scottish Transport Appraisal Guidance (STAG); (2) indicated that the STAG Part 1 report had been completed and a draft report submitted for consideration; (3) explained that the full draft study report could be viewed on the Nestrans Members' site and would be published on the Aberdeen City Council website once approved for publication by Nestrans and the Council; and (4) sought approval along with any views on the report that they may wish to make to Aberdeen City Council.

**The report recommended:-**

that the Board –

- (a) note and approve the principle of the findings within the draft STAG Part 1 study to allow the report to be finalised and published on the Aberdeen City Council website with a link from the Nestrans website; and
- (b) instruct the forwarding of any comments they feel should be considered by Aberdeen City Council regarding the commissioning of a STAG Part 2 appraisal, including if agreed that there is a necessity that any detailed modelling assessment of options should be undertaken on a platform that reflects observed rather than predicted post-AWPR conditions and that consideration be given to the emerging options from the External Transportation Links to Aberdeen South Harbour.

**The Board resolved:-**

to approve the recommendations.

**PROGRESS REPORT**

14. The Board had before it a progress report which outlined the status of various activities in support of the Regional Transport Strategy.

**The Board resolved:-**

to note the content of the progress report.

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**PUBLICATIONS AND CONSULTATIONS**

15. The Board had before it a report which provided information on the recent publications and consultation papers of interest and sought to agree a response where appropriate.

**The report recommended:-**

that the Board note the consultation on Cross Country rail franchise and approve the response included in Appendix A of the report as Nestrans' response to the consultation.

**The Board resolved:-**

to approve the recommendation.

**2018/19 BUDGET MATTERS**

16. The Board had before it a report which provided an update on the Partnership's 2018/19 monitoring and forecast outturn position and sought consideration of any budget or monitoring issues that may arise.

**The report recommended:-**

that the board –

- (a) note the monitoring position and forecast presented in Appendix 1 of the report; and
- (b) approve the virements presented in Appendix 2 of the report.

**The Board resolved:-**

to approve the recommendations.

**ANNUAL ACCOUNTS 2017/18 AND THE REPORT ON THE 2017/18 AUDIT BY THE EXTERNAL AUDITOR**

17. The Board had before it a report which presented the audited Annual Accounts for 2017/18 for approval, and the external auditor's report on the audit for information.

**The report recommended:-**

that the Board –

- (a) approve for signature the audited Annual Accounts for 2017/18;
- (b) consider the External Auditor's Report; and
- (c) agree that a £10 charge for a printed copy of the Annual Accounts be made and that the Accounts can be accessed and downloaded free of charge from the Nestrans website.

**The Board resolved:-**

to approve the recommendations.

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**COMMUNITY TRANSPORT GRANT FUND**

18. The Board had before it a report which provided details in relation to a new Nestrans grant scheme, similar in nature to the current Sustainable Travel Fund but to specifically support Community Transport.

**The report recommended:-**

that the Board –

- (a) note the contents of the report;
- (b) agree in principle that a new Nestrans Community Transport Grant should be set up; and
- (c) instruct officers to investigate and write the guidance and criteria of the new grant scheme in conjunction with HTAP officers and Aberdeenshire and Aberdeen City Council public transport units.

**The Board resolved:-**

to approve the recommendations.

**INFORMATION BULLETIN**

19. The Board had before it a report which provided information and updates on a number of matters not requiring a decision.

**The report recommended:-**

that the Board note the contents of the report.

**The Board resolved:-**

to approve the recommendation.

**CONFERENCES AND PRESENTATIONS**

20. The Board had before it a list of recent and forthcoming conferences of interest to Nestrans.

**The Board resolved:-**

to note the content of the list.

**PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS**

21. The Board had before it a report which (1) provided information on the progress on pending business and major reports scheduled for forthcoming Board meetings; and (2) provided the opportunity for the Board to add to or amend the scheduling.

**The report recommended:-**

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that the Board note the report on pending business and agree the provisional scheduling of major reports for future Board meetings.

**The Board resolved:-**

to approve the recommendation.

- **COUNCILLOR SANDRA MACDONALD, Chairperson.**

