Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Lead Officer**

LEAD OFFICER'S REPORT

1. Introduction

1.1.   The Lead Officer's Report is a routine report to the Zetland Transport Partnership that gives an overview of current issues and events relating to the business of the Partnership.

1.2.   This report covers;

- Update on the approval of the Shetland Transport Strategy
- Minute of Meeting of RTP Chairs 27 September 2007
- Meeting of RTP Chairs 7 December 2007
- Meeting with Cabinet Secretary for Finance and Sustainable Growth and the Minister for Transport, Infrastructure and Climate Change 11 December 2007
- Progress on Functional Transfers
- SIC Air Services Member Officer Working Group

2. Approval of Shetland Transport Strategy

2.1.   At the time of writing this report the Scottish Government had still not approved any of the Regional Transport Strategies.

2.2.   The approval process for the RTSs is not clear at the moment and there is no definite indication of when approval will be given and how that approval will look. Further information is provided under the section 5.5 of this report.

3. Minute of Meeting of RTP Chairs 27 September 2007

3.1.   At the last meeting of ZetTrans on 5 October 2007 the minute of the RTP Chairs meeting was not available for issue. The agenda and minute are attached as Appendix 1 to this report.

4. Meeting of RTP Chairs 7 December 2007

4.1. Appendix 2 to this report contains the agenda of the meeting of the Regional Transport Partnership Chairs on 7 December 2007. The minute of the meeting was not available at the time of writing this report. It will be circulated prior to the meeting if available.

5. Meeting Cabinet Secretary for Finance and Sustainable Growth and Minister for Transport Infrastructure and Climate Change 11 December 2007

5.1. A meeting between the Cabinet Secretary for Finance and Sustainable Growth, John Swinney, and Minister for Transport Infrastructure and Climate Change, Stewart Stevenson, and RTP Chairs and Lead Officers took place at St. Andrew's House in Edinburgh at 1pm on 11 December 2007.

5.2. The meeting was preceded by a meeting with Cosla representatives, Cllr. Allison Hay, Chair of the Regeneration & Sustainable Development Executive Group and Cllr. Neil Fletcher, Vice President of Cosla.

5.3. There was no agenda for the meeting with John Swinney and Stewart Stevenson. The meeting lasted about an hour and the following bullet points summarise the main points of the meeting:

- the meeting was positive and constructive on all sides;
- the Cabinet Secretary had indicated that he was looking to be persuaded of the continuing role and added value RTPs offer against the background of Government's stated intention to "de-clutter the public sector landscape";
- the RTP Chairs and COSLA jointly presented a strongly supportive case for the positive role RTPs can play within the new public sector delivery framework set by the Concordat and Single Outcome Agreements, including specific examples of where added value is already being delivered;
- COSLA strongly reaffirmed their support for RTPs and there are to be ongoing liaison relationships established between the RTP Chairs and COSLA ;
- the Cabinet Secretary indicated that Government was concerned to ensure that, in dealing with approval of the RTSs, this did not imply commitment to fund included Interventions, many of which required further detailed appraisal;
- the Cabinet Secretary indicated that he had found the meeting useful and gave an undertaking to write soon to RTP Chairs on the way forward with approval of the Strategies

6. Progress on Functional Transfers

6.1. Since the last report to ZetTrans the draft order for the functional transfer of internal air services from SIC to ZetTrans has been lodged with Scottish Government Officials.

6.2.   However, while the Government conducts its review of public sector bodies (further details in the report titled "Scottish Government Spending Review 2007 & Review of Public Sector Landscape – Implications for ZetTrans" later on this agenda) the draft order has not been progressed.

6.3.   Furthermore, until the review has been completed and the Government has reached its conclusions with the regard to the future roles of RTPs, no substantial work is being undertaken on the ferry services functional transfer.

6.4.   At this time therefore, and until the Government review is complete, it is not possible to provide an estimate of when the transfer orders will be complete. I will undertake to progress this matter with Government Officials and report progress to the next meeting of ZetTrans.

7. SIC Air Services Member/ Officer Working Group

7.1.   At its meeting of 28 August 2007, the Council's Infrastructure Committee re-established a Member/ Officer Working Group to consider and give guidance to the Council on issues relating to the delivery of the internal air service, including infrastructure provision, and to contribute to policy development in this area.

7.2.   Clearly, if ZetTrans is to take on the functional responsibility for internal air services then the work of this group will have significance in the work that ZetTrans undertakes.

7.3.   The Chair and Vice Chair of ZetTrans, by virtue of their offices of Chair and Vice Chair of the Council's Infrastructure Committee, are Members of the Working Group and therefore there is a strong connection between the business of ZetTrans and the Working Group.

7.4.   It is intended that the first meeting of the Air Services Member/ Officer Working Group will take place during the week commencing 21 January 2008 and is being arranged by the Council's Service Manager – Transport Operations.

8. Financial Implications

8.1.   The costs of all actions within this report are contained within approved budgets.

9. Recommendations

It is recommended that: -

9.1.   The Partnership notes the content of the report.

Report Number: ZTP-07-08-F

Appendix 1 – Agenda and Minutes of Meeting of RTP Chairs 27 September 2007

MEETING OF CHAIRS OF
REGIONAL TRANSPORT PARTNERSHIPS

**SPT, Consort House, 12 West George Street, Glasgow
1130 (Buffet Lunch at 1200)**

THURSDAY 27 SEPTEMBER 2007

AGENDA

1   Regional Transport Strategies – Approval Arrangements *(John Ewing + Alistair Mitchell)*

2   Note of Last Meeting, 28 June and matters arising
    a. Network Rail Real Estate
    b. Buses Action Plan – On agenda
    c. Joint positions papers – On agenda
    d. DRT funding – On agenda
    e. Letter to Minister re STPR
    f. Trunk Roads Review
    g. Holyrood Conference
    h. RTP members training event

3   Role and Future of RTPs

4   Joint RTP Position Papers – Progress & Programme
    a. High Speed Rail
    b. Ferry Services
    c. Demand Management
    d. Forth Bridge
    e. Major rail schemes in Scotland
    f. Revenue consequences of capital investment by RTPs

5   DRT/RPPT/RCTI – Funding arrangements

6   NTS - Buses Action Plan

7   Meeting with Minister for Transport

8   2008/09 Financial arrangements

9   Consultation on Strategic Development Planning Authorities

10   Equalities Duties

11   Secretariat – extension of existing arrangement until Spring 2008

12   Date of Next Meeting (location Dumfries?)

RGM/21 September 2007

Meeting of Chairs of the Regional Transport Partnerships

Consort House, Glasgow
27 September 2007

Note of Meeting

Present:	Cllr Alistair Watson	Chair, SPT (Chair)
	Rodney Mortimer	SPT
	Cllr Duncan MacIntyre	Chair, HITRANS
	Dave Duthie	HITRANS
	Cllr Kevin Stewart	Chair, Nestrans
	Derick Murray	Nestrans
	Ben Kerfoot	Nestrans (Secretariat)
	Cllr Russell Imrie	Chair, SEStran
	Alex Macaulay	SEStran
	Cllr Brian Collins	Chair, SWESTRANS
	Alistair Speedie	SWESTRANS
	Cllr Fraser Macpherson	Chair, Tactran
	Eric Guthrie	Tactran
	Cllr Iris Hawkins	Deputy Chair, ZetTrans
	Michael Craigie	ZetTrans

Item 1 only:		
	John Ewing	Director of Transport, Scottish Government
	Alastair Mitchell	Team Leader, Partnership and Local Authority Liaison, Scottish Government

Apologies:	Cllr Allan Wishart	Chair, ZetTrans

As SPT was hosting the meeting Cllr Watson took the Chair and welcomed everyone to Glasgow, in particular John Ewing and Alastair Mitchell from the Scottish Government.

It was agreed to take items on Regional Transport Strategies, the Members' training event, Role and Future of RTPs and Meeting with the Minister first while John Ewing and Alastair Mitchell were present.

1.   **Discussion with John Ewing and Alastair Mitchell, Scottish Government**

   ❖ **Item 1 - Regional Transport Strategies – Approval arrangements**

   Cllr Watson invited John Ewing to provide an update on the expected approval of the Regional Transport Strategies (RTSs). Mr Ewing advised the Chairs that Ministers were broadly content with the strategic thrust of RTSs but they wanted to wait until the outcome of the spending review was clearer before any sign-off. He was keen however that RTPs pressed on with planning the

implementation of their strategies through their delivery plans. Mr Ewing advised that any specific issues arising from the strategies would be discussed in detail with the individual RTPs. He felt that in some cases the strategies did not demonstrate sufficient prioritisation and that this would be a subject for discussion with the individual RTPs as their delivery proposals came forward.

Cllr Watson welcomed these comments and stressed that the RTPs were all keen to move forward and where appropriate to work together to deliver projects. Rodney Mortimer raised the issue of the letter regarding the Strategic Transport Projects Review that was sent to the Minister following the last Chairs meeting and to which no response, beyond an acknowledgement had yet been received. Mr Ewing undertook to look into this with Transport Scotland.

Cllr Imrie raised a general issue regarding consultation between the Government and RTPs and noted that RTPs were not included in the regular consultation that took place with Cosla. Cllr Watson added that this was a similar issue for PTEs in England and noted the importance of transport to economic development and land use planning. In particular Cllr Watson requested that RTPs have an opportunity to input into the forthcoming recasting of Scottish rail timetables and developments on the Forth Crossing. John Ewing agreed to take this message back to relevant Scottish Government colleagues.

❖ **Item 2 (h) - RTP members training event**

John Ewing regretted the need to postpone the RTP members' training event, which had been planned to take place that day. He suggested the rescheduled day be led by the RTPs themselves and advised that he would be happy to support a rearranged event.   He added that if RTPs wanted to maximise the value of Scottish Government involvement such as a presentation on the Spending Review, the date would need to be after mid-November to fit with the expected timing of Ministerial announcements on the Scottish settlement.

❖ **Item 3 – Role and Future of RTPs**

John Ewing advised that Ministers were determined to improve public service delivery in Scotland. He described the Government's review of the public sector delivery landscape with a view to 'de-cluttering' where worthwhile, and noted developing policies to empower local government. He also noted, however, the need to balance these objectives with appropriate planning at a regional level. In doing so, he acknowledged the Minister's recent comments that if RTPs didn't exist then there might well be a case for creating them.

John Ewing felt that RTPs would be seen as a positive addition to the landscape if they were seen as achieving a more consistent delivery of services - providing quicker, easier and clearer delivery through improved partnership working. This wasn't helped currently by the mix of models and variation in sizes, nor the concerns raised by Cosla in relation to the transfer of DRT.

He suggested that the RTPs needed to articulate how they add value and welcomed the paper being considered by the RTP Chairs at the meeting in

relation to the role and future of RTPs. He suggested that this should be presented to the Cabinet Secretary for Finance and Sustainable Growth and Minister for Transport as soon as possible highlighting the good work that the RTPs were doing and their aspirations going forward to assist in achieving the Government's agenda.

There was some discussion about whether Model 1 RTPs were considering moving to Model 3 and Mr Ewing said that it would be very helpful for the Government to have a steer on the desire of RTPs for enhanced functions, particularly if supported by their constituent councils. Cllr Watson felt it should be possible to agree a joint position paper, seeking greater influence for the RTPs, perhaps including an aspiration to work towards Model 3 status nationally.

Cllr Imrie noted that geographies being proposed for the enterprise network and land use planning differed from those of the RTPs. Mr Ewing acknowledged that different geographies might be appropriate for different contexts. Alex Macaulay requested that Government give a clear view of its intentions for the future development of RTPs as this would influence decisions to be taken by the individual partnerships. It was also noted again that RTPs did not have a formal influencing role through Cosla and that direct dialogue between the Government and RTPs was important. Cllr MacIntyre noted that RTPs had only been established for a short period and needed time to demonstrate what they could achieve. Cllr Watson argued that RTPs required greater influence in land use planning to ensure joined up decision-making between planning and transport.

The Chairs undertook to send their paper on the role and future of RTPs to the Cabinet Secretary as soon as possible and to seek a meeting with him to discuss further.

❖ **Item 7 – Meeting with the Minister for Transport**

John Ewing reported that the meeting between the Chairs and the Minister for Transport in July had been helpful and was supportive of a further meeting taking place soon. Alastair Mitchell undertook to speak to the Minister's office about this.

John Ewing and Alastair Mitchell left the meeting at this point. The Chairs thanked them for coming along and for a useful discussion.

2. **Note of Last Meeting, 28 June 2007**

The note of the meeting was agreed. Matters arising:
❖ **Item 1 - Network Rail Real Estate issues** – It was noted that since this matter was last discussed the Office of Rail Regulation had launched a consultation that related to the use of rail real estate. It was agreed that SPT should raise the issue of Network Rail charges in their response to the consultation.
❖ **Item 9 - Trunk Roads Management and RTPs** – Alex Macaulay reminded the Chairs that at the last meeting they had remitted him to discuss the potential for a wide-ranging review of roads responsibilities further with

Transport Scotland and the Scottish Government. This followed a previous discussion with Jim Barton of Transport Scotland, who had raised the prospect of a review. However Alex Macaulay reported that Diane McLafferty of the Scottish Government had now confirmed that the Government did not intend embarking on a review of roads responsibilities at the present time. Cllr Watson expressed his disagreement with the Government's view that the 'time was not right' and proposed writing to the Minister, pointing out that under the Transport (Scotland) Act 2005, the RTPs could initiate discussion on transfer of functions from central government. Cllr Stewart said that this position went beyond that agreed by his Board and advised that Nestrans could not support a letter voiced in such terms. Cllr Macpherson supported this view. Cllr Imrie suggested that a letter be sent to clarify the situation and to make clear that the RTPs were keen to participate in a review initiated by the Government. It was agreed that SPT would draft a letter for circulation to the lead officers. If agreement could be reached among the Chairs of the RTPs, then it was agreed the letter would be sent jointly. Otherwise SPT would write in its own capacity.

❖ **Item 10 - Proposed RTPs Conference** – Alex Macaulay noted that at the last meeting the Chairs had agreed that the conference should be deferred until the spring and that SEStran undertake further work to develop the proposal. Alex Macaulay referred to a paper which set out more detailed information about the purpose and format of the conference, as well as an indicative programme. He advised that Holyrood would carry the financial risk of running the conference and would be responsible for generating interest and attendance. There was discussion regarding the need to demonstrate value for money to RTPs, but it was generally agreed that the conference should serve to raise the profile of RTPs. The draft programme was generally supported, although health and freight were suggested as possible additional topics. It was also agreed that the conference should include a strong focus on ferry issues. The Chairs agreed the proposal in principle and agreed that SEStran should progress detailed discussions with Holyrood.

3.   **Role and Future of RTPs**

Eric Guthrie introduced the paper, referring to the earlier discussion with John Ewing on the joint paper and suggested that it be amended to emphasise the contribution that the RTPs were making to the Government's vision for more efficient delivery and the linkages to the proposed Strategic Development Planning authorities and the reformed enterprise networks. It was also agreed that the paper discuss the potential for RTPs to further develop their role. It was agreed that the Chairs would agree the paper by email circulation along with a covering letter and that these be submitted to the Cabinet Secretary for Finance and Sustainable Growth as soon as possible.

4.   **Joint RTPs Position Papers**

a) High Speed Rail – Rodney Mortimer tabled a revised version of the joint position paper for agreement, following the discussion at the previous meeting. Cllr Watson expressed concern at approach adopted by the Department for Transport and Cllr Imrie advised that SEStran had written to the Scottish Government and Department for Transport on this issue. Cllr

Stewart advised that he would not be able to endorse the paper without putting it back to the Nestrans Board for approval. Cllr Watson pointed out that the paper was written in the name of the Chairs of the RTPs rather than the RTP Boards, however Cllr Stewart felt that this distinction was too subtle. Cllr Watson proposed that if an RTP Chair was unable to endorse a joint paper, then it would still be issued in the name of the other RTPs. He suggested that the paper be submitted as soon as possible to the Government to influence debate. The revised paper was agreed by the majority.

b) Ferry Services – Dave Duthie presented a paper setting out the current situation and relevant issues in relation to ferry services in Scotland. Alex Macaulay welcomed the paper but suggested strengthening it in relation to international ferry services and the importance of good surface connections, for instance at Rosyth. Cllr Hawkins reported that ZetTrans was looking at sub-sea tunnels as an alternative to inter-island ferries and suggested this be referred to in the paper. Derick Murray noted that there was also an international ferry between Norway and Aberdeen that operated on a weekly basis. Eric Guthrie suggested reference be made to opportunities for short sea shipping from other east coast Ports/Harbours and the importance of freight. The amendments to the paper were agreed, however Derick Murray noted that he would need to put the paper to the Nestrans Board for approval. Cllr Watson said that he thought the Chairs should be able to endorse the paper without going back to their Boards, however Cllr Stewart emphasised that the Nestrans Board had made clear that they wished to agree the joint papers. Following further discussion on this point, Cllr Stewart said that he felt unable to remain.

Cllr Stewart left the meeting at this point.

c) Demand Management – Alex Macaulay introduced a paper which gave an overview of the current situation and issues relating to demand management by road pricing. He recognised that it was a contentious issue and that any scheme in Scotland would need to be a national one, in contrast to the situation in England where local schemes are being pursued. Dave Duthie suggested that any scheme would need to be revenue neutral. It was agreed that was a longer term issue, but warranted discussion with the Minister at an appropriate meeting.

d) New Forth Crossing - Alex Macaulay introduced a paper which set out the current options for a Forth Replacement Crossing and included a discussion of the issues, based on the SEStran view. In particular, it expressed concern at not making allowance for the future provision of Light Rapid Transit infrastructure on the new crossing. The national significance of the Forth Crossing was recognised and in particular its importance to freight. The Chairs agreed the paper and it was suggested that the paper be submitted to the Government as a joint response to the consultation on Forth crossing options. Cllr Collins requested that Cllr Stewart be given the opportunity to approve this paper.

e) Major Rail Schemes in Scotland – Cllr Watson noted that the Minister was making a statement on rail investment and it was agreed to hold back consideration of this paper pending developments at a national level. Cllr

Watson suggested that the paper needed to consider the role of the Glasgow and South West route, which he considered to be in need of significant investment as a cross-Border railway.

f) Revenue Consequences of Capital Investment by RTPs – This paper had not yet been produced and it was agreed to defer consideration to a future meeting.

5. **DRT/RPPT/RCTI Funding Arrangements**

Eric Guthrie introduced a paper on potential funding distribution options for the proposed enhanced DRT budget. He noted that the Chairs had discussed this issue in June and agreed general principles, but remitted to officers to undertake further work on how the budget should be allocated by the Government. He advised that the formula proposed by Government officials was not acceptable to all RTPs, but that the Government was open to the RTPs suggesting an alternative. The lead officers had discussed this issue in detail on 3 September and agreed that for 2007-08, the existing breakdown of funding should be maintained, with the Government's formula being applied only to any additional budget arising out of the spending review. This enabled all existing services to be protected.

Cllr Imrie asked whether there had been further communication from the Government on whether the transfer of funding to RTPs would definitely happen. Eric Guthrie advised that there had been no further information since June but that he would seek confirmation in advance of the officers meeting with the Government on 18 October.

The Chairs agreed the importance of coming to a common view on this to put to the Government. It was also suggested that RTPs gain the support of their Councils. The Chairs agreed the proposal that all existing funding allocations be maintained with the Government's formula being applied to any additional funding. Eric Guthrie undertook to communicate this view to the Government.

6. **National Transport Strategy – Bus Action Plan**

Eric Guthrie introduced a briefing paper on the progress of the Bus Action Plan Steering Group and noted that a seminar was taking place on 12 October, following which he expected to have more information on the way forward. He also referred to a briefing note which had been produced by CPT following their conference and this was noted by the Chairs.

7. **Meeting with Minister for Transport**

Already discussed at Item 1.

8. **2008/09 Financial Arrangements**

Eric Guthrie advised that there was a need for RTPs to clarify the financial settlement for RTPs from the Government for 2008/09 as Councils were currently working on their 2008/09 budgets. He noted the RTP Finance officers were meeting with the Scottish Government on 13 November and

proposed that lead officers also attend this meeting. This was endorsed by the Chairs.

9.   Consultation on Strategic Development Planning Authorities

Eric Guthrie noted that the Government was currently consulting on the establishment of Strategic Development Planning Authorities in the city regions and this gave rise to issues about common boundaries and liaison with RTPs. The Chairs noted the position and agreed that RTPs should be given a formal role as a statutory consultee in development planning.

10.   Equalities Duties

Derick Murray outlined the recent correspondence between RTPs and the Equal Opportunities Commission regarding the requirement for RTPs to produce a gender equality scheme. He noted that RTPs had only found out about this recently and had therefore missed the June deadline, however agreed that it was necessary to take immediate action to produce schemes to meet the gender, disability and race equality duties. To assist the RTPs in this process it was noted that SPT had arranged a workshop to share expertise and experience. Rodney Mortimer advised that SPT had been assisted by a specialist consultant and offered to share information produced for the SPT schemes.

In relation to a letter sent by the Equal Opportunities Commission on 21 September which sought information on their timetable for producing a scheme, it was agreed that RTPs should respond individually. It was further agreed that Nestrans should send a letter on behalf of all RTPs to the Commission following this meeting.

11.   Secretariat

Derick Murray reported that Nestrans had volunteered at the lead officers' meeting to continue with the secretariat role for the Forum until spring 2008. This was agreed by the Chairs.

12.   Date of Next Meeting

Cllr Collins repeated the invitation to meet in Dumfries and this was agreed. The date of the next meeting was agreed as Friday 7 December.

It was also agreed that the next liaison meeting with CPT would take place on that date.

Cllr MacIntyre suggested consideration of having Chairs' meetings on a more frequent basis at the present time and it was agreed that a meeting every two months would be appropriate.

13.   AOCB

- **Role of RTP Chairs' Forum** – It was agreed that officers clarify with their Chairs their role and responsibilities at the RTP Chairs' Forum. A

parallel was drawn with the role of the Cosla Leaders Meetings in terms of reporting responsibilities.

- **Papers** – Alistair Speedie requested that those papers that were late or tabled papers be circulated with the note of the meeting.

BK/16 October 2007
amended 23 October 2007

ANNEX

ACTIONS ARISING FROM RTP CHAIRS' MEETING – 27 SEPTEMBER 2007

Agenda Item	Action	Responsibility
1 (1)	Scottish Government to investigate non-reply to STPR letter.	Alastair Mitchell
1 (7)	Alastair Mitchell to speak to Minister for Transport's office regarding meeting with Chairs.	Alastair Mitchell
2 (1)	SPT to raise real estate charges in consultation response	Rodney Mortimer
2 (9)	SPT to draft letter on trunk roads review and circulate to RTPs for endorsement if possible.	Rodney Mortimer
2 (10)	SEStran to continue discussions with Holyrood on RTPs conference.	Alex Macaulay
3	Role of RTPs paper to be amended and circulated for approval by Chairs and then submitted to John Swinney.	Eric Guthrie / All
4(d)	Forth Crossing paper to be submitted to Forth Replacement Crossing consultation. Cllr Stewart to be given opportunity to endorse.	Alex Macaulay
5	Chairs' decision on DRT/RPPT/RCTI funding to be communicated to Scottish Government.	Eric Guthrie
10	RTPs to respond individually to Equal Opportunities Commission.	All
	Nestrans to also write to EOC on RTPs' behalf on the general issue.	Ben Kerfoot
12	Arrangements for hosting next Chairs meeting to be put in place.	Alistair Speedie
	CPT to be advised of date of next Chairs/CPT liaison meeting.	Ben Kerfoot

**Appendix 2 – Agenda RTP Chairs Meeting
7 December 2007**

MEETING OF CHAIRS OF
REGIONAL TRANSPORT PARTNERSHIPS

ASTON HOTEL, DUMFRIES

FRIDAY 7 DECEMBER 2007
1030

AGENDA

13   Role and function of the Forum of RTP Chairs *(attached)*

14   Note of Last Meeting, 27 September *(attached)* and Matters Arising

15   Outcome of Scottish Budget – Implications for future of RTPs

16   Correspondence with Cabinet Secretary and forthcoming meeting *(attached)*

17   Feedback on evidence presented to Scottish Parliament Transport, Infrastructure and Climate Change Committee

18   Agenda for meeting with CPT *(attached)*

19   Joint RTP Position Papers – Progress & Programme

20   Joint RTPs Conference – Update

21   RTP Members briefing event

22   2008/09 Financial arrangements

23   Date of Next Meeting

BK/26 November 2007

Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Head of Transport**

SCOTTISH GOVERNMENT SPENDING REVIEW 2007 & REVIEW OF PUBLIC SECTOR LANDSCAPE – IMPLICATIONS FOR ZETTRANS

1. Introduction

1.1.   The Cabinet Secretary for Finance and Sustainable Growth announced the outcome of the Comprehensive Spending Review (CSR) through his Draft Budget on 14th November 2007.

1.2.   On the same day, and during subsequent meetings and discussions, additional information on the implications for Regional Transport Partnerships has been provided by officials of the Government's Transport Directorate.

1.3.   This report outlines the relevant aspects of the Spending Review, details the implications for ZetTrans and makes recommendations to the Board on how to mitigate the impacts as far as possible.

2. Summary of Spending Review 2007

2.1.   The principal drivers behind the Government's approach to the Scottish budget are: -

- The Government's key Strategic Objectives of a wealthier and fairer; smarter; healthier; safer and stronger; and greener Scotland.

- The building of a new and more productive relationship with Local Government. The aim is to work in partnership to deliver agreed national outcomes and local priorities which give the best outcomes for people right across Scotland as well as the communities they live in.

2.2.   Under the terms of this new partnership, the Scottish Government will set the direction of policy and the over-arching outcomes that the public sector in Scotland will be expected to achieve. Where local authorities and their partners, including the third sector, show they can deliver, the

Scottish Government will stand back from micro-managing that delivery, thus reducing bureaucracy and freeing up local authorities and their partners to get on with the job.

2.3. The incentive for Local Authorities to commit to this partnership with the Government comes through funding settlements that have minimal ring fencing of funding to allow Local Authorities to deliver across all their services and functions with maximum flexibility. The initial terms of the relationship are set out in a concordat between the Government and COSLA. The full document can be found online at: -

http://www.scottishexecutive.gov.uk/Resource/Doc/923/0054147.pdf

2.4. In order to achieve enhanced settlements the Government has rolled up many specific grants and funding into a general GAE settlement for each local authority. Table 17.02 of the Scottish Budget Spending Review gives detail of the budgets that have been rolled up into the Local Government settlement and those that remain ring fenced. The complete document can be found online at: -

http://www.scottishexecutive.gov.uk/Resource/Doc/203078/0054106.pdf

2.5. Chapter 20 of the Scottish Budget Spending Review gives the draft budget for Finance and Sustainable Growth. Table 20.11 gives details of budgets for Support for Sustainable and Active Travel and Transport Strategy and Innovation.

2.6. The budget for Sustainable and Active Travel promotes alternatives to car use and more active forms of travel, particularly cycling and walking, by supporting projects which raise awareness or facilitate sustainable travel choices. This budget increases from £6.6m in 07/08 to £11.0m in 08/09, 09/10 and 10/11.

2.7. The budget for Transport Strategy and Innovation provides running cost support for Regional Transport Partnerships, the Mobility and Access Committee for Scotland (MACS), Passengers' View Scotland and support for innovative transport solutions. This budget reduces from £26.5m in 07/08 to £9.7m in 08/09, £8.6m in 09/10 and £7.1m in 10/11.

3. **Information provided by Scottish Government Transport Directorate Officials**

3.1. Over the course of a 'phone call on 14 November and a meeting with Government officials on 3 December the following advice has been received.

3.2. It has been confirmed that ZetTrans will continue to receive revenue grant from the Government in 08/09 on the basis of continued matched funding from the Council but at a significantly reduced level (£155,000 in 2008/09 compared to £447,000 in 2007/08).

3.3. Travel Plan grant funding will continue in 2008/09 (a modest £5,000 for ZetTrans).

3.4. Capital grant funding (£176,719) will be rolled up into the Local Authority settlement in 2008/09.

4. Review of Public Sector Landscape

4.1. The Scottish Government has made a commitment to review nearly two hundred public sector bodies with an objective of "de-cluttering and simplifying the landscape".

4.2. During the time that this work is being carried out the Government is not progressing any public sector legislation. For ZetTrans this means that the air services functional transfer order has been suspended and no discussions on ferry services functional transfer can take place pending the outcome of the review.

4.3. In effect this means that these revenue funded activities are under spending in the current year.

5. Implications for ZetTrans

5.1. Although continued funding from the Scottish Government is welcomed, the reduction in revenue funding (detailed in section 5.1 of this report) from £447,000 to £155,000 will have a significant impact on ZetTrans' ability to carry out anything other than its basic functions. This level of funding leaves little opportunity to carry out any significant revenue funded activities or projects and therefore initiatives such as area transport forums, strategy implementation and functional transfers may be difficult to carry out without additional funding support from Shetland Islands Council (i.e. beyond the basic matched funding of £50,000).

5.2. The allocation of capital funding to SIC as part of the rolled up funding means it is likely that ZetTrans will have to bid for funding from the Council's capital programme to carry out studies and minor projects in 2008/09.

5.3. On the basis that we know the Council's Capital Programme is already over subscribed, it cannot be guaranteed that funding applications will be successful and therefore there may be a risk to projects and studies planned for next year.

5.4. I intend to discuss matters with the Council's Head of Finance and the Head of the Capital Programme Service to research how the additional capital funding they receive might be treated. I will report the outcome of the discussions as soon as possible.

5.5. Similarly, the reduction in revenue funding (detailed in section 5.1 of this report) means that the planning of projects in the financial year 2008/09 will have to be carried out against a very much diminished resource.

6. Financial Implications

6.1.   The following table provides a comparison of ZetTrans revenue funding in the current financial year against the likely funding in next financial year : -

	2007/08		2009/10	
	Scottish Government	**SIC**	**Scottish Government**	**SIC**
Core	£247,000	£247,000*	£50,000	£50,000 *
Additional Running costs	£200,000	N/A	£155,000	N/A
Sub-Totals	**£447,000**	**£247,000**	**£155,000**	**£50,000**
Total	**£694,000**		**£205,000**	

* SIC obliged to at least match fund Scottish Government funding contribution

6.2.   In the financial year 2007/08 ZetTrans received £176,719 in Capital funding from the Scottish Government. In 2008/09 this funding is rolled up into the Local Government settlement. At this time there is no guarantee that this funding will be allocated to transport projects.

6.3.   In the current financial year there are a number of projects and studies funded from revenue that have not yet been started due to the Government review of the public sector and the lack of approval of the Shetland Transport Strategy to date.

6.4.   At the time of writing this report I am arranging a meeting with the Head of Finance to discuss how funding for 2008/09 might be sourced from Shetland Islands Council

6.5.   Further, there are two further reports on this agenda giving details of progress on capital and revenue expenditure with proposals for mitigating the impacts in the current financial year with regard to the lack of progress on strategy approval and the review of public sector bodies. There are also proposals for accelerating work involving revenue expenditure, originally planned for 2008/09, to offset under spends in 2007/08 to mitigate the impact of reduced funding in 2008/09.

7. Conclusions

7.1.   The Scottish Budget Spending Review has resulted in a significant reduction in capital and revenue grant in aid for ZetTrans.

7.2. The consequence of this is that ZetTrans' plans for 2008/09 will need to be significantly curtailed unless additional funding support can be agreed with Shetland Islands Council.

7.3. Subsequent reports on this agenda offer proposals for optimising expenditure in the current financial year to mitigate the impacts of current constraints and reduced grant in aid funding in 2008/09.

8. Recommendations

I recommend that ZetTrans Members: -

8.1. note the ZetTrans Partnership notes the outcome of the Scottish Budget spending review and the impact on revenue and capital grant in aid for the financial year 2008/09.

8.2. endorse the ZetTrans Partnership endorses the principle of taking measures to mitigate the impacts of the late approval of the Shetland Transport Strategy and the public sector review on the current year's expenditure through: -

8.2.1. where practicable, accelerating plans for 2008/09 to offset as far as possible the potential under spend in the current year; and,

8.2.2. working with Shetland Islands Council to identify opportunities for securing revenue and capital funding in 2008/09.

8.3. note that a further report will be brought to the ZetTrans Partnership at the earliest possible date with details of how budgets will be managed to optimise expenditure in the current year to offset the impact of reduced grant in aid funding in 2008/09.

Report Number: ZTP-03-08-F

Zetland Transport Partnership
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REPORT

To: Zetland Transport Partnership   7 January 2008

From: Transport Strategy Officer

WORKFORCE TRAVEL PLANNING

1.   Purpose of Report

1.1   The purpose of this report is to enable Zetland Transport Partnership to discuss travel planning, specifically workforce travel plans, and in so doing encourage Shetland Islands Council and NHS Shetland to adopt the workforce travel plan, at Appendix A, and other organisations to consider developing workforce travel planning.

2.   Introduction

2.1   Travel Planning is about developing and implementing a package of measures designed to promote more sustainable travel choices and reduced reliance on the private car.

2.2   There are a number of benefits, including:
- Reduced congestion;
- Improved health by enabling and encouraging more active means of travel, such as walking and cycling; and
- Reduced impact of travel on the environment.

2.3   The Scottish Government's aim and ambition is that year on year the journeys that Scottish people make are **greener**, **safer** and **easier**, by persuading, not punishing, car users to other modes.

2.4   At the current time one of the national transport objectives is to:
'Protect our environment and improve health by building and investing in public transport and other types of efficient and sustainable transport which minimise emissions and consumption of resources and energy.'

2.5   Specific objectives for Shetland have been developed within these, including:
'ENV 1   Reduce carbon dioxide and greenhouse gas emissions, and the consumption of non-renewable resources arising from transport, travel and infrastructure in control of ZetTrans, SIC and its partners.

ENV 2   Encourage and facilitate reductions in carbon dioxide and greenhouse gas emissions, and the consumption of non-renewable resources arising from transport and travel in control of private users and other operators.

ENV 3   Encourage and facilitate walking and cycling for short trips.'

2.6   Therefore a number of interventions in Shetland's Transport Strategy relate to promoting walking, cycling and other active modes of transport and for ZetTrans to support the development of School, Workplace and Community Travel Plans.

3.   Travel Planning

3.1   Developing a Travel Plan involves the development of a set of mechanisms, initiatives and targets that can provide choice and encouragement to individuals, enabling them to use more active modes of travel and public transport.

3.2   There are a number of services in Shetland currently involved in developing and promoting more sustainable modes of transport. These include:
- The provision of footways and cycleways, by SIC Roads;
- The development of access ways by, SIC Planning;
- The development of School Travel Plans, by SIC Safety and Risk, and linked to Ecoschools;
- Encouraging more active lifestyles, by NHS Health Promotion and SIC Active Schools.

3.3   It is important that these services continue to work closely together to develop and implement sustainable and active travel solutions. Work is ongoing to develop and implement School Travel Plans, which will link to Community Travel Plans. These are being informed by schools and Ecoschool Committees. The introduction of Area Transport Forums throughout Shetland, this year, will also provide a means of understanding and assisting communities to adopt more sustainable travel choices.

3.4   With the long winters, dark days and climate of Shetland, this area of work is possibly more challenging than most other areas of the country. This makes it even more important that people work together, with a focus on behavioural change and leading by example.

4.   Workforce Travel Planning

4.1   Workforce travel planning focuses on organisations and their staff. Just one employee using an alternative way to travel than their private car for just one day a week represents a 20% shift away from the car. For each individual, the type of change in transport will be slightly different, whether bus, car sharing or cycling/walking. The importance must be on

making all of these options available and attractive, and promoting them as feasible alternatives.

4.2   There are a number of benefits:
   • To staff
      - Reduced travel costs
      - Improved personal health
      - Increased choice
   • To communities
      - Improved local air quality and reduction in noise
      - Improved local environment by reducing congestion and parking issues
      - Reduction in carbon emissions
   • To organisations:
      - Reduced business travel costs
      - Reduced demand for car parking.

4.3   The Workforce Travel Plan, at Appendix A, has been developed for Shetland Islands Council. A baseline survey was undertaken in September 2007. The detailed results are included in the Travel Plan. These show that at the current time, the main mode of transport for the SIC workforce is:
   - 65.2% single occupancy car drivers;
   - 14.1% share car with others;
   - 8.8% walk;
   - 4.3% are a passenger in a car (including on ferries);
   - 1.6% use a regular bus service
   - 1.6% cycle; and
   - 0.4% is taxi.

4.4   However, the survey also showed a real desire amongst staff to take up other modes of travel. Over one seventh of the workforce responded and over 100 staff expressed a wish to get directly involved in the plan's development and implementation.

4.5   The survey results and short workshop conducted with interested members of staff has led to the development of a set of objectives and measures which, when implemented, will enable Council staff to have greater choice in how they access work, and travel whilst at work.
   • **Objective One**: Encourage the use of alternative modes of transport to the private car and better manage private car usage in order to reduce environmental impacts.
   • **Objective Two:** Minimise the percentage of journeys to and from Shetland Islands Council made by car.
   • **Objective Three:** Maximise the proportion of trips to Shetland Islands Council made by public transport, on foot and by cycle.
   • **Objective Four**: Continue to review local public transport provision with the view to enhancing public transport to/from Shetland Islands Council and other major employers.

- **Objective Five:** Encourage and foster car sharing by employees of Shetland Islands Council.

4.6 Consideration of initiatives is provided in Section 4, with the main measures developed into an action plan on pages 12-14. These include:
- Development of a car-sharing website, including means of getting home if a user is unable to make a bus time or another lift falls through;
- Investigation and implementation of the Bike for Work Scheme, which enables staff to purchase bikes through work, with considerable tax reductions;
- Examining the possibility of pool cars and cycles for work (some workplaces already operate pool cycles); and
- Continuing to promote the advantages of working from home, or closer to home, where possible.

4.7 Since behaviour change is a considerable element to this, focus will be on working with staff within specific work places, in order to put in place measures and incentives that enable those individuals to change their travel patterns. A number of different workplaces have been chosen for the first six months: a mixture of existing Lerwick workplaces, new builds/conversions and workplaces out with Lerwick.

4.8 Consideration will also be made of travel out with Shetland.

4.9 Larger organisations employ designated Travel Plan Co-ordinators. Being a small local authority, the role of co-ordination and implementation of activity will be undertaken by a number of staff within ZetTrans and SIC Transport Services, but will be overseen, at the current time, by the Transport Strategy Officer.

4.10 There is a small allocation of funding for this work, but measures will also have to be achieved from within existing resources or external funders, such as Sustrans.

4.11 Success will be measured using the following targets, monitored on an annual basis:
- A decrease in car use
- A decrease in single car occupancy
- An increase in the number of employees car sharing
- An increase in the number of employees walking and cycling
- A decrease in use of car whilst at work

4.12 Early in the development of the plan, it was recognised that most of those measures required for Council staff would be of relevance to staff in other organisations. NHS Shetland is both a major employer in Shetland and is also recommended nationally as an organisation that should have a travel plan in place by March 2008. At the current time NHS Shetland is planning to undertake a staff survey, similar to that sent to Council staff.

- 4 -

The intention is to add the results of this survey and any specific actions relevant to NHS Shetland to the existing workplace travel plan, and implement what is required, in partnership.

4.13 Other employers may wish to get involved in the same way. ZetTrans is available to assist other organisations in developing measures and implementation.

5. Recommendations

5.1 It is recommended that ZetTrans:
- Discuss travel planning in the context of Shetland;
- Encourage Shetland Islands Council and, in time, NHS Shetland to adopt the workforce travel plan, Appendix A; and
- Encourage other organisations to develop workforce travel planning, in recognition of the benefits to organisations and the wider community.

Report No: ZTP-02-08-F

ZetTrans
Travel Plan
for
Shetland Islands Council

October 2007

Table of Contents

1   Introduction

1.1   **Introduction**

This Travel Plan for Shetland Islands Council is applicable to all Council buildings on the mainland and the islands. It is specifically targeted at the unique travel issues experienced in this area.

The objectives, targets and initiatives outlined in the Travel Plan are geared towards addressing the issues of accessibility within Shetland and promoting sustainable travel that will help to reduce transport related carbon emissions[1] and increase opportunities for physical activity for the population.

1.2   **Travel Plan Benefits**
This travel plan aims to bring a number of benefits, as follows:

- **Staff** – can benefit from improved health; cost and time savings; reduced stress; and a general improvement in quality of life.
- **Shetland Islands Council** – can benefit from increased productivity generated by a healthier, more motivated workforce; potential cost savings; reduced traffic levels in Lerwick; reduced demand for car parking; and improved access for visitors and deliveries.
- **The local community** – can enjoy improved public transport services; an improvement in quality of life; and energy savings.
- **The environment** – can generally benefit from improved air quality due to a cut in emissions; less noise and dirt; and the reduced impact of other national and global environmental problems such as global warming.

1.3   **Structure of the Document**
The structure of the remainder of this document is as follows:

- Chapter 2 – Travel Plan Objectives and Targets;
- Chapter 3 – Travel Plan Co-ordination and Consultation;
- Chapter 4 – Transport Provision and Initiatives at Shetland Islands Council;
- Chapter 5 – Monitoring; and
- Chapter 6 – Further Information.

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[1] Consistent with the Local Authorities Carbon Management Programme (LACM) and Climate Change Declaration

2   Travel Plan Objectives and Targets

2.1   **Introduction**

This Chapter outlines the objectives and targets of the travel plan, which apply principally to all staff of the Council and also, where possible, to visitors.

2.2   **Objectives**

The objectives and benefits of the travel plan will be required to be understood and communicated to all staff and visitors from the outset. The agreed travel plan objectives are as follows:

> **Objective One**: Encourage the use of alternative modes of transport to the private car and better manage private car usage in order to reduce environmental impacts.

> **Objective Two:** Minimise the percentage of journeys to and from Shetland Islands Council made by car.

> **Objective Three:** Maximise the proportion of trips to Shetland Islands Council made by public transport, on foot and by cycle.

> **Objective Four**: Continue to review local public transport provision with the view to enhancing public transport to/from Shetland Islands Council and other major employers.

> **Objective Five:** Encourage and foster car sharing by employees of Shetland Islands Council.

2.3   **Context**

2.3.1   *National Transport Strategy*

The Scottish Government's National Transport Strategy (NTS) encourages the development of travel plans. A key issue in the NTS is the aim to improve quality, accessibility and affordability, where everyone across Scotland has high quality public transport choices. The travel plan aims to improve accessibility for employees of Shetland Islands Council and is therefore consistent with the policies laid out in the NTS.

2.3.2   *ZetTrans Regional Transport Strategy*

Shetland's Transport Partnership (ZetTrans) was established following the introduction of the Transport (Scotland) Act 2005 with its first task to draw up a Regional Transport Strategy (RTS) for Shetland. This Strategy, which was submitted to Scottish Ministers in March 2007, sets out the policies and projects to be undertaken over the next few years to improve Shetland's transport system.

The commitment to travel plans in Shetland was made in the consultation report for the RTS and reinforced in the final RTS. In the RTS, it is acknowledged that access to a private car is essential for the majority of Shetland's population. However, ZetTrans promotes the adoption of more sustainable travel opportunities such as walking and cycling as an alternative mode of transport for single car drivers. These initiatives can promote accessibility and improve the quality of life for residents as well as reducing carbon emissions and benefiting the environment.

The Scottish Government's Guidance on Regional Transport Strategies states that all such strategies should include schemes to promote changes in travel behaviour. Therefore through the RTS and the creation of this Travel Plan, ZetTrans and Shetland Islands Council are demonstrating corporate leadership and are leading by example in the promotion of sustainable travel initiatives.

It is anticipated that other organisations will become partners in this Travel Plan.

2.4   **Baseline and Targets**

A travel survey of all staff employed within Shetland Islands Council was undertaken in September 2007. The results of the staff travel survey can be found in Appendix B. The survey collected data on current travel patterns, future travel aspirations and home postcode. Staff travel surveys were completed electronically and staff were required to complete survey forms online within three weeks of issue.

The travel mode share data emerging from this survey has been taken as the baseline mode share data for Shetland Islands Council. A trend of mode share targets have been adopted and outlined within Table 1 below.

Table 1 - Baseline Mode Shares and Mode Share Targets

Main Mode of Transport	Baseline Mode Share	Mode Share Target (2012)
	% Staff	Following the results of the travel survey, the following trends and targets have been identified: • A decrease in car use • A decrease in single car occupancy • An increase in the number of employees car sharing • An increase in the number of employees walking and cycling • A decrease in use of car whilst at work
Walk (home to work)	8.8	
Cycle	1.6	
Bus (Regular public service)	1.6	
Car Driver (single occupancy)	61.1	
Car – share with others	14.1	
Car – Passenger	3.5	
Motorcycle	0	
Moped	0	
Taxi	0.4	
Ferry (plus Walk)	0	
Ferry (plus Car – Driver)	4.1	
Ferry (plus Car – Passenger)	0.8	
Ferry (plus Bus)	0	
Ferry (plus Taxi)	0	
Ferry (plus Cycle)	0	

The travel survey revealed that employees of Shetland Islands Council would be willing to change their travel behaviour in the future. Future travel aspirations revealed a decrease in single car occupancy and an increase in the number of employees aspiring to car share, walk and cycle to work.

An annual review of mode shares will be undertaken in order to establish any change, in comparison to the baseline mode share. Monitoring surveys will be undertaken on an annual basis, for an initial period of five years, to monitor the effectiveness of the travel plan. Over the monitoring period, Shetland Islands Council aims to achieve the following:

- Minimise the overall number of commuting car journeys to work;
- Minimise the number of staff travelling to work as single occupancy vehicle drivers;
- Minimise car use whilst at work
- Increase the number of trips made to work by car sharing, bus, walking and cycling.

ZetTrans will monitor progress against these targets through annual staff travel surveys. Further monitoring details are provided in Chapter Five.

The following Chapter outlines how the travel plan will be co-ordinated.

3 Travel Plan Co-ordination and Consultation

3.1 Travel Plan Co-ordination

The development and implementation of the travel plan is being co-ordinated by ZetTrans. This will help to draw together the potentially disparate interests of the occupants and provide a focus for consultation, communication and management of the travel plan, as well as monitoring the travel plan's progress in relation to the objectives.

This will require:

- Involvement in consultations with local transport providers and the local community.
- Actively seeking alternative green transport solutions for the various sites and implement these solutions as approved.
- Implementation and maintenance of information for staff and potential visitors on public transport, car sharing, cycling, walking etc., for example on the website.
- Co-ordination of a programme of travel surveys to monitor progress towards Travel Plan targets.

Initial enquiries should be made to Emma Perring, Transport Strategy Officer.

Address: ZetTrans

11 Hill Lane

Lerwick

ZE1 0HB

Tel: 01595 744710

Email: emma.perring@shetland.gov.uk

4   Transport Provision and Initiatives

4.1   **Introduction**

This Chapter provides an overview of the initiatives and existing transport opportunities for travel to Council premises. It includes consideration of walking, cycling, buses, and the private car. Consideration is also given to travelling by ferry, together with the role of Tingwall and Sumburgh Airports.

4.2   **Private Car**

4.2.1   *Car-sharing*

Car sharing is an arrangement where two or more people travel to work by car together. Through the Council Travel Plan, the potential to set up a Car Sharing Database designed to match employees living in and travelling to similar destinations will be considered. However, it is also recognised that there are a number of locations where informal 'park and share' schemes operate, such as at key points along the main road network. Through the Shetland Transport Strategy, ZetTrans and Shetland Islands Council will support the maintenance and development of park and ride / transport interchange facilities along the main road network, to facilitate car sharing and access to the mainline public transport network.

Should a Car Sharing Database be set up, steps will be taken to ensure that confidentiality is maintained, in line with other successful schemes operating elsewhere in Scotland.

4.3   **Remote Working**

Remote working refers to any time spent working from a location other than the normal office base, such as the home or from a remote IT Hub or "Hot Stop". The Council is committed to encouraging employees to work from home or remotely on a voluntary basis as it can deliver a number of social, economic and environmental benefits. For example, employees volunteering to work remotely can flexibly organise life commitments around their work while saving on fuel and car maintenance costs, and at the same time reducing their individual environmental impact, or 'carbon footprint'.

To become eligible to work remotely, employees must complete a Remote Working Application Form, which is available at http://www.sic.gov.uk/services/personnel/policies/. Employees may be also authorised by their Line Manager to work from home in periods of adverse weather.

4.4   **Pedestrian Links**

4.4.1   *Existing Pedestrian Links to Council Premises*

Pedestrian links vary given that different work places are in various locations. The quality of these links will be monitored on an ongoing basis. In the RTS, ZetTrans has proposed an audit of footway schemes and walking opportunities.

4.4.2   *Pedestrian Initiatives at Council Premises*

Pedestrian initiatives at Council premises should include the provision of changing and drying areas for staff who walk to work and good quality footways to encourage walking.

4.5   **Cycling**

4.5.1   *Cycling Initiatives at Shetland Islands Council*

The Bike to Work Scheme is a tax incentive initiative aimed at encouraging employees to cycle to work, thereby improving health and having beneficial environmental impacts. Employees sacrifice a portion of their salary to benefit from a long term loan of bikes and equipment such as lights and locks completely tax free.

Case Study – Scottish Natural Heritage

Scottish Natural Heritage (SNH) has introduced cycle measures for its staff and this is a measure that could be undertaken by Shetland Islands Council. At SNH, Staff and Board Members may be reimbursed for the use of a privately owned pedal cycle on official travel at a rate of 20p per mile travelled. There is also a bike users group at SNH which is actively pursuing a scheme to help people purchase bikes.[0]

Additional measures may include the provision of secure and covered cycle parking, lockers and changing facilities. The health benefits of cycling will also be promoted around Council offices to encourage employees to cycle to work.

Cycling initiatives are also reflected in the RTS with ZetTrans and SIC planning to undertake an audit of potential cycle opportunities within Shetland which will consider links within and between settlements and other key facilities. ZetTrans will continue to promote the NCR and provide support for a cycle route guide that could detail cycle hire and repair facilities, appropriate on and off road routes, and ferry connections.

| 4.6 | **Bus** |

| 4.6.1 | *Existing Bus Service Provision to / from Lerwick* |

ZetTrans is the main provider of bus services including the Lerwick Town Service, weekday shopper services and services to and from Sumburgh Airport. Community transport services are also available. A timetable of buses servicing Lerwick is provided in Appendix A.

| 4.6.2 | *Bus Initiatives and Measures* |

In order to encourage the use of bus travel to and/or from work, the following initiatives and measures will be put in place:
- Bus service and timetable information is available and will be made available at staff inductions;
- Employees will receive any new information relating to bus services as soon as it becomes available.
- User feedback forms available to enable staff to identify problems and seek solutions.

| 4.7 | **Ferries** |

| 4.7.1 | *Existing Ferry Services to Lerwick* |

There are two Ferry Terminals in Lerwick. Esplanade Terminal caters for services to Bressay and two weekly services to/from Out Skerries with Holmsgarth Terminal catering for ferries to/from Aberdeen and Orkney. Appendix A provides timetable details for the key commuter ferry services.

| 4.7.2 | *Ferry Initiatives and Measures* |

The following measures have been or will be put in place:

- Ferry service and timetable information is available and will be made available at staff inductions;
- Real time information on ferry services through the Voicebank;
- User feedback forms are available to enable staff to identify problems and seek solutions.

| 4.8 | **Other Measures / Initiatives** |

In addition to the above measures and initiatives, the following is also encouraged:

- Use of Powered Two Wheelers (PTWs) such as motorcycles, scooters and mopeds for journeys to work. These are more fuel efficient than cars and are recognised in the RTS as a way of promoting more sustainable travel patterns. Shetland Islands Council may support the provision of a motorcycle parking area in staff car parks and schemes such as 'Wheels-to-work' – a moped loan scheme that has been successful in Wiltshire;
- Sustainable Transport options will be promoted to new employees through staff induction;
- Sustainable transport events and campaigns such as a 'bike week' or a 'walk week';
- Explore opportunities to co-ordinate deliveries;

- New employees of Shetland Islands Council will be given a welcome pack at their induction which will contain a copy of the Travel Plan and details of its various initiatives;
- The Transport Co-ordinator will promote further the opportunities for video conferencing.

4.9   Airports

There are two commerical Airports on Shetland Mainland, Sumburgh, on the southernmost tip of the Island and Tingwall, 6 miles to the North West of Lerwick. Directflight Limited, under contract from Shetland Islands Council, provide a number of local services from Tingwall whilst Loganair Limited and Atlantic Airways provide longer distance services from Sumburgh. A summary of internal flights to/from Tingwall is provided in Appendix A.

Concerns over the timings of bus services to Sumburgh Airport were expressed by employees in the travel survey. A shuttle bus at a cost of £5 is available which waits for flights to arrive at Sumburgh Airport before travelling straight to Lerwick (see Appendix A). Cars can also be hired at Sumburgh Airport.

4.10   Business Travel and Visitors

Holmsgarth Terminal caters for ferry services to/from the Scottish Mainland. A bus stop for the Lerwick Town Service is by the terminal. Tingwall Airport is used primarily for business trips and a Dial-A-Ride service provides access to the airport. This reduces the need for car travel.

ZetTrans website provides information allowing business travellers and visitors to see how their journey can be made.

4.11   Future Initiatives / Measures

ZetTrans would be pleased to receive any feedback or suggestions for improvement via the transport feedback forms.

Action Plan - For all Partners

Access to Lerwick/Main Employment Centres				
Activity	Tasks	Responsibility	Timescale	Progress
Car-sharing/lifts home	Investigate feasibility	**ZetTrans**	January 2008	
	If appropriate, develop (ensuring confidentiality)	**ZetTrans**	March 2008	
	Implementation	**SIC Transport**	April 2008	
	Maintain and develop park and ride schemes	**SIC Roads**	Ongoing	
Cycling	Investigate feasibility of Bike to Work scheme and other possible incentives, including renovation of old bikes, lockers and changing areas	**ZetTrans**	February 2008	
	Implementation, if appropriate	**SIC Transport**	March 2008	
Bus/Ferry/Air Services	Continuous improvement in timetabling and services, within resources available	**Ferry Services** **Air and Bus Services**	Ongoing, including alongside area transport forums	
Mopeds	Investigate feasibility of motorcycle parking and 'Wheels-to-work'	**ZetTrans**	February 2008	
	Implementation, if appropriate	**SIC Transport**	March 2008	

Access within Lerwick/Main Employment Centres				
Activity	Tasks	Responsibility	Timescale	Progress
Pool Cars	Investigate feasibility and develop	**ZetTrans**	May 2008	

	Implementation, if appropriate	**SIC Transport**		
Cycling	Provision of secure and covered parking, lockers and changing facilities	**SIC Transport**		
Walking	Establish routes between workplaces, for promotion	**ZetTrans, NHS Health Promotion, SIC Planning**	March 2008	
Use of incentives	Investigate, with other services, such as Essential Car Users Allowance, mileage for walking/cycling, subsidised bus tickets for a period of time	**SIC Transport**	Ongoing	

Reduce Need to Travel				
Activity	Tasks	Responsibility	Timescale	Progress
Remote Working	Encourage and enable staff to work from home	**SIC, Organisational Development**	Ongoing	
	Consider establishment of remote office locations	**SIC, Organisational Development**		
Video Conferencing	Promotion	**ZetTrans**	Ongoing	

Information and Promotion				
Activity	Tasks	Responsibility	Timescale	Progress
Develop information pack for use on website, staff induction, office notice boards	Include information on all public transport services (bus and ferry), and access to Sumburgh airport and Holmsgarth, promote benefits. Include information on reducing impacts on	**ZetTrans**	January 2008	

	travelling out with Shetland.			
	Discuss incorporation into staff induction with Human Resources and Waste Awareness Training	**SIC Transport**	January 2008	

Develop examples of Good Practice				
Activity	Tasks	Responsibility	Timescale	Progress
New Office Building: North Ness	Involve interested staff in development and implementation of initiatives	**SIC Transport**	Dependent on developments	
New Office Building: Fire Station			Dependent on developments	
Grantfield			From January 2008	
Hayfield				
Sellaness				
Care Centre and/or School				
Consider roll-out			August 2008	

Monitoring				
Activity	Tasks	Responsibility	Timescale	Progress
Monitor implementation against objectives	Annual staff survey to establish change in modal share	**SIC Transport**	Annual (September)	

5   Monitoring

5.1   **Monitoring Regime**

Periodic monitoring of the effectiveness of the travel plan is crucial in determining progress towards stated targets and for highlighting changes or deficiencies that require to be rectified.

Monitoring of the travel plan will take the form of mode share surveys, as outlined in the Section below.

5.1.1   *Mode Share Surveys*

A travel survey of all staff employed within Shetland Islands Council was undertaken in September 2007. This survey has established the desired mode share trends. Annual surveys of all staff working within Shetland Islands Council will be undertaken with a view to establishing any change in the modal share. The surveys will be undertaken every year for the initial five years of the plan.

The travel plan will be subject to informal review and updating by ZetTrans to meet changing needs on an ongoing basis.

6   Further Information

6.1   Introduction

In order for this Travel Plan to be as effective at satisfying its objectives and targets as possible, it is important that it is effectively managed and communicated to all staff and visitors. In addition, it is important that staff and visitors know where to look for further information. Sources of further information are outlined in the Sections below.

6.2   Travel Plan Information

All workplace notice boards will be provided with regularly updated information on public transport, walking, cycling, car-sharing and other initiatives.

6.3   Relevant Organisations

Several organisations can offer general advice on sustainable transport. Those listed below may be able to assist directly or may refer you to other local or more detailed sources.

6.3.1   Shetland Islands Council
Shetland Islands Council provide information on travel throughout the local authority area.

Tel: 01595 693535

Web: http://www.shetland.gov.uk/transport/

6.3.2   Sustrans
Sustrans, the sustainable transport charity, works on practical projects to encourage people to walk, cycle and use public transport. Sustrans' flagship project is the National Cycle Network, creating 10,000 miles of routes throughout the UK.

Sustrans Information Line: 0845 113 00 65

Web: www.sustrans.org.uk

E-mail: info@sustrans.org.uk

6.3.3   Traveline
Traveline provides details on public transport services across the U.K.

Web: http://www.travelinescotland.com

The website provides a journey planner facility.

6.3.4   The Scottish Government
The Scottish Government has published the following documentation on Travel Plans:

http://www.scotland.gov.uk/Publications/2002/10/15454/11016

6.3.5   Department for Transport
The Department for Transport (DfT) can also offer advice on travel plans and specific initiatives such as walking and cycling.

Web:

Travel Plans: http://www.dft.gov.uk/pgr/sustainable/travelplans/

Walking and cycling:

http://www.dft.gov.uk/pgr/sustainable/walking/actionplan/walkingandcyclingdocumentinp5802

E-mail: cycle.walk@dft.gsi.gov.uk

Address: - 45 -

Department for Transport
Great Minster House
76 Marsham Street
London
SW1P 4DR

Enquiry helpdesk: 020 7944 830

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Appendix A – Existing Public Transport Provision in Shetland

Existing Bus Service Provision to/from Lerwick

Table 2 – Lerwick Bus Services Summary (as at July 2007).

Service No.	Operator	Route Summary	Mon – Fri Daytime	Mon – Fri Evening	Saturday Daytime	Saturday Evening	Sunday Daytime	Sunday Evening
Services with potential for commuter use to Shetland Islands Council:								
1 (South)	John Leask & Son	Esplanade – Sound Service Station – Esplanade (Circular)	1 per hour	No Service	1 per hour	No Service	No Service	No Service
1 (North)	John Leask & Son	Esplanade - Holmsgarth - Esplanade (Circular)	1 per hour	No Service	1 per hour	No Service	No Service	No Service
4	John Leask & Son	Scalloway - Hamnavoe - Lerwick	1 per hour	1 Service	1 per hour	1 Service	No Service	No Service
6 (Outbound)	John Leask & Son	Lerwick - Sandwick - Sumburgh Airport	1 per hour at AM peak, 1 every 2nd hour throughout the day	2 Services	1 every 2nd hour	1 Service	1 every 3rd hour	1 Service
7 (Inbound)	John Leask & Son	Sumburgh Airport - Sandwick - Lerwick	Includes Express Service direct to Lerwick 1140, 1340, 1640	2 Services	1 per hour at AM peak, 1 every 2nd hour throughout the day	1 Service	1 every 3rd hour	1 Service
9	John Leask & Son / Robinson Transport	Walls - Lerwick - Walls	4 Services (to Lerwick) 3 Services (to Walls)	1 Service (to Lerwick)	4 Services(to Lerwick) 3 Services (to Walls)	1 Service (to Lerwick)	No Service	No Service
11	Mr P Isbister	Dale of Walls - Walls (Feeder Service for Service 9)	Service connects with 0755 Walls/Lerwick Service and with 1705 Lerwick/Walls Service.					
12 (Outbound)	John Leask & Son	Aith - Lerwick - Aith	1 full service per day during School term, permanent operations as a feeder service connecting with Mainline service to Lerwick					

12 (Inbound)	John Leask & Son	Aith – Lerwick – Aith	Lerwick - Aith: 1 Service Monday - Friday and 1 Service Saturday					
13	Peter Sinclair	Westerskeld – Skeld – Reawick – Bixter (Feeder Service for Service 9)	Service connects with 0815 Bixter – Lerwick and 1705 Lerwick – Bixter service					
19	Andrew's	Lerwick - Laxo - Vidlin - Lerwick	2 Services per day Monday - Saturday					
20	Andrew's	South Nesting Feeder Service	Service connects with Buses To/From Lerwick and Sullom Voe Terminal					
21 (Outbound)	Johnson Transport	Hillswick - Lerwick - Hillswick	2 Services	No Service	2 Services	No Service	No Service	No Service
21 (Inbound)	Johnson Transport	Hillswick - Lerwick - Hillswick	1 Service	No Service	1 Service	No Service	No Service	No Service
23 (Outbound)	John Leask & Son	Toft / Mossbank / Lerwick	1 per hour at AM peak, 1 every 2nd hour throughout day	1 Service	3 Services	2 Services	No Service	No Service
23 (Inbound)	John Leask & Son	Toft / Mossbank / Lerwick	1 Service at AM peak, 1 every 2nd hour throughout the day	1 Service Tuesday & Thursday	3 Services	1 Service	No Service	No Service
Services which may be used by visitors to Shetland Islands Council:								
-	John Leask & Son	Bressay Shopper Service (Bressay – Lerwick - Bressay)	1 Service on Monday and Saturday.					
-	John Leask & Son	Burra Shopper (Hogaland –Lerwick – Hogaland)	1 Service every Thursday					
-	Nicolson Bros	Sandwick/Lerwick and Return Shopper Service	1 Service every second Monday					
-	Nicolson Bros	Sandwick – Local Dial-A-Ride Shopper Service	Every Friday					

-	Nicolson Bros	Cunningsburgh to Lerwick Shopper Service	1 Service every Thursday
-	John Leask & Son	South Mainland Dial-A-Ride Shopper Service	Every Friday
14	Peter Sinclair	Skeld - Bixter Shopper Service	1 Service on Thursdays and Saturdays. Connects with 1345 Bixter to Lerwick Service
16	Peter Sinclair	Clousta - Aith - Sandsound – Lerwick Shopper Service	1 Service on Thursday
-	Andrew's	Lerwick to West Burrafirth	1 Service on Tuesday
-	Andrew's	Weisdale/Whiteness/Stromfirth Shopper Service to Lerwick	1 Service every second Tuesday
-	Whites Coaches	Sandness & Walls Shopper Service to Lerwick	1 Service every fourth Friday
-	Andrew's	Vidlin/Lunnasting/Nesting Area to Lerwick	1 Service every Thursday
-	Johnson Transport	Hillswick Shopper Service To Lerwick	1 Service every second Tuesday
-	Johnson Transport	Brae/Scatsta/Voe Shopper Service to Lerwick	1 Service every fourth Friday
24 (Outbound)	P & T Coaches (Unst Service) / R G Jamieson & Son (Yell-Lerwick Service)	Integrated Bus/Ferry Service - Yell, Unst and Fetlar To Lerwick	3 Services per day Monday - Saturday

24 (Inbound)	P & T Coaches (Unst Service) / R G Jamieson & Son (Yell-Lerwick Service)	Integrated Bus/Ferry Service - Yell, Unst and Fetlar From Lerwick	5 Services per day Monday - Saturday

Source: Shetland Islands Council, 2007

Existing Commuter Ferry Services

Table 3 – Ferry services (as per the Winter Timetable 2007/2008)

Operator	Route / Service	Services (Monday – Friday)	Services (Saturday)	Services (Sunday)
Shetland Islands Council	Lerwick - Bressay	2 Services per hour at peak times, 1 per hour throughout the day and evening.	2 Services per hour at peak times, 1 per hour throughout the day and evening.	2 Services per hour at peak times, 1 per hour throughout the day and evening.
Shetland Islands Council	Yell: Toft, Mainland Shetland – Ulsta, Yell	Approx. 2 Services per hour during the day, 1 per hour throughout the evening.	Approx. 2 Services per hour during the day, 1 per hour throughout the evening.	1 Service per hour
Shetland Islands Council	Bluemull: Gutcher, Yell – Belmont, Unst – Hamars Ness, Fetlar	Approx. 2 Services per hour during the day, 1 per hour throughout the evening.	Approx. 2 Services per hour during the day, 1 per hour throughout the evening.	Approx. 2 Services per hour during the day, 1 per hour throughout the evening.
Shetland Islands Council	Whalsay: Laxo/Vidlin – Symbister	Approx. 2 Services per hour at peak times, 1 per hour throughout the day and evening.	Approx. 2 Services per hour at peak times, 1 per hour throughout the day and evening.	Approx. 1 Service per hour

Source: Shetland Islands Council, 2007

NorthLink Ferries operate one service per day on the Aberdeen-Kirkwall-Lerwick route.

Air Travel

Table 4 – Air services (as at July 2007)

Operator	Route	Services (Monday – Friday)	Services (Saturday)	Services (Sunday)
To / From Tingwall				
Directflight Limited	Tingwall - Fair Isle	2 Services per day on Mondays, Wednesdays and Fridays	1 Service	No Service
Directflight Limited	Fair Isle - Tingwall	2 Services per day on Mondays, Wednesdays and Fridays	1 Service	No Service
Directflight Limited	Tingwall - Out Skerries	1 service per day Monday and Wednesday, 2 Services per day Thursday.	No Service	No Service
Directflight Limited	Out Skerries - Tingwall	1 service per day Monday and Wednesday, 2 Services per day Thursday.	No Service	No Service
Directflight Limited	Tingwall - Foula	1 Service per day Monday- Tuesday, 2 Services per day Wednesday and Friday.	No Service	No Service
Directflight Limited	Foula - Tingwall	1 Service per day Monday - Tuesday, 2 Services per day Wednesday and Friday.	No Service	No Service
Directflight Limited	Tingwall - Papa Stour	2 Services, Tuesday only	No Service	No Service
Directflight Limited	Papa Stour - Tingwall	2 Services, Tuesday only	No Service	No Service

Source: Shetland Islands Council, 2007

Loganair Limited and Atlantic Airways provide longer distance external services from Sumburgh.

Appendix B – Staff Travel Survey Results

NB: Valid Percentages have been taken in cases where not every one of the 544 respondents answered the question. By excluding non-responses, a truer reflection of travel behaviour emerges.

A3 – Are you a full-time or part-time worker?

Category	Number	Percentage (%)
Full-time	449	82.5
Part-time	95	17.5
Total	**544**	**100**

A4 – What are your usual start and finish times? *(please state)*

Working hours	Number	Valid Percentage (%)
8:00 AM – 4:00 PM	6	1.2
8:00 AM – 5:00 PM	12	2.4
8:30 AM – 4:30 PM	17	3.4
8:30 AM – 5:00 PM	15	3.0
8:45 AM – 5:00 PM	7	1.4
9:00 AM – 1:00 PM	8	1.6
9:00 AM - 5:00 PM	240	48.4
Other combinations	191	38.5
Total	**496**	**100**

A5 – Do you have a disability that affects your travel arrangements?

Category	Number	Valid Percentage (%)
Yes	19	3.7
No	494	96.3
Total	**513**	**100**

B1 – How do you currently travel to work? *(tick ONE box that best describes your journey)*

Mode	Number	Valid %
Car – Driver (single occupancy)	312	61.1
Car – share with others	72	14.1
Walk (home to work)	45	8.8
Other	21	4.1
Car – Passenger	18	3.5
Cycle	8	1.6
Bus (Regular public service)	8	1.6
Taxi	2	0.4
Motorcycle	0	0
Moped	0	0
Ferry (plus Car – Driver)	21	4.1
Ferry (plus Car – Passenger)	4	0.8
Ferry (plus Walk)	0	0
Ferry (plus Bus)	0	0
Ferry (plus Taxi)	0	0
Ferry (plus Cycle)	0	0
Total	**511**	**100**

Some respondents choosing "Other" travel to work using a combination of the modes described in question B1 e.g. "Car plus ferry plus walk". Four respondents travel to work using a Shetland Islands Council van.
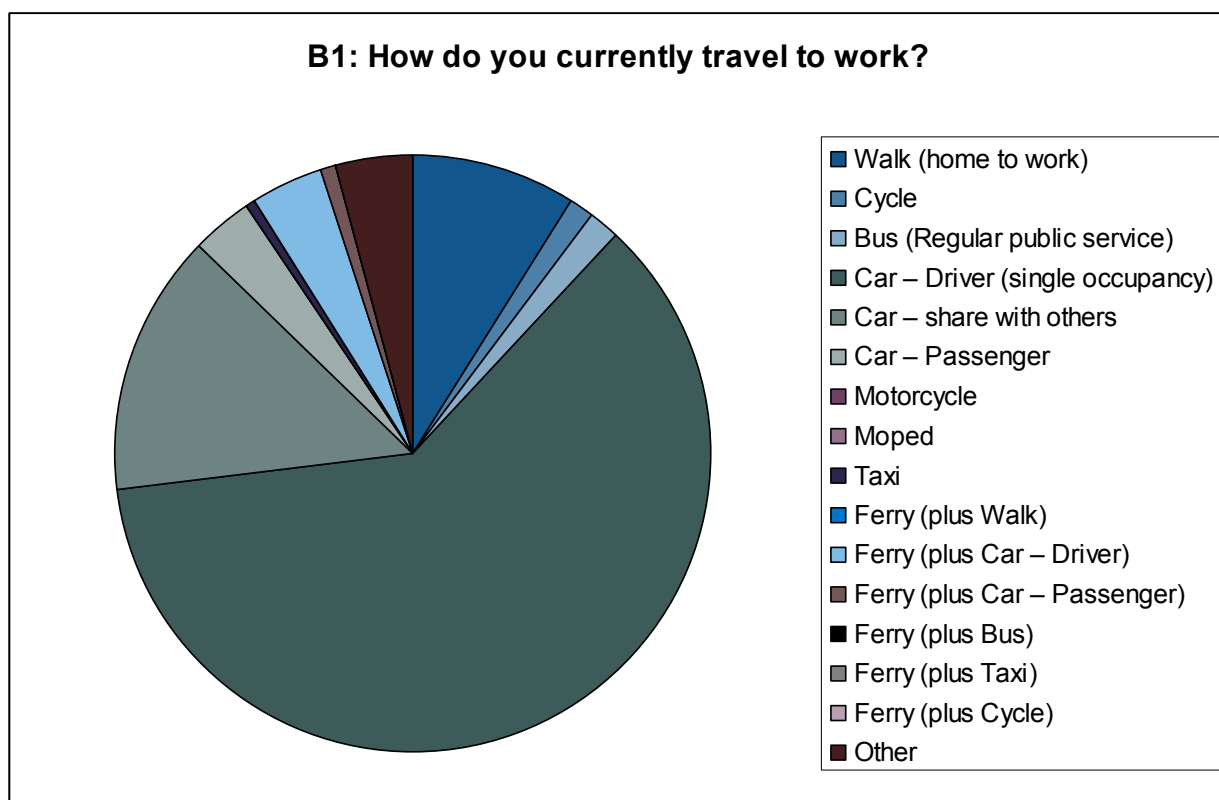
B2 – Do you have access to a car to travel to work? *(tick ONE only)*

Category	Number	Valid Percentage (%)
Yes	447	87.5
No	32	6.3
Sometimes	32	6.3
Total	**511**	**100**

B3 – How long does your journey to work normally take? *(tick ONE only)*

Category	Number	Valid Percentage (%)
Less than 15 minutes	247	48.3
16 – 30 minutes	187	36.6
31 – 60 minutes	68	13.3
61 – 90 minutes	8	1.6
More than 90 minutes	1	0.2
Total	**511**	**100**

B4 – If you normally travel to work by car, what are you main reasons for doing so?
(please tick ALL that apply) **(Selecting only car drivers, car passengers, Car sharers, Ferry + Car users and Ferry + Car Passenger users)**

Reason	Number	% Reasons
Car essential to perform job	185	43.3
Quick	175	41.0
Public transport at wrong times	102	23.9
Public transport not available	97	22.7
Dropping / Collecting children	88	20.6
Public transport not frequent enough	76	17.8
Give others a lift	45	10.5
Safe	35	8.2
Allowance / Company car	30	7.0
Cheap	16	3.7
Public transport not reliable	14	3.3
Health reasons	9	2.1

Respondents choosing "Other" cited various reasons as to why they travelled to work by car. Recurring responses focussed on the flexibility and convenience provided by travelling by car. Many also viewed the car as their most viable mode due to poor weather conditions in Shetland and because of inadequate public transport (bus) provision.

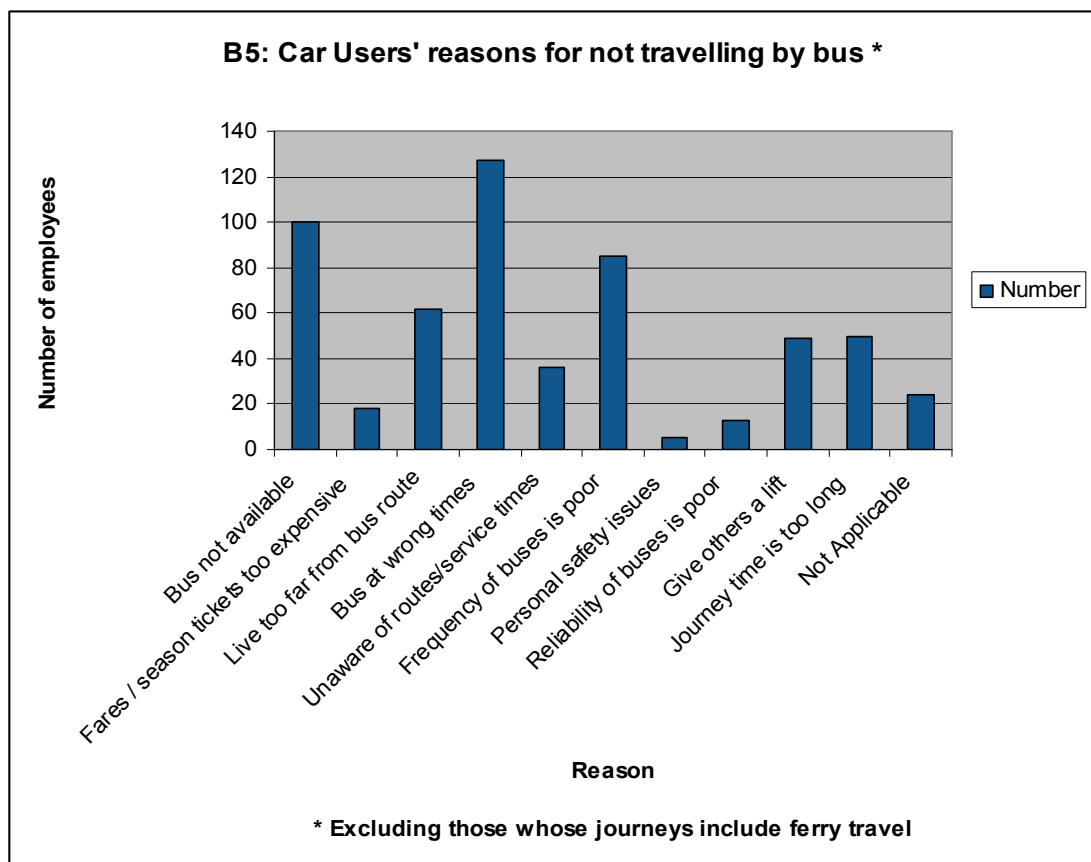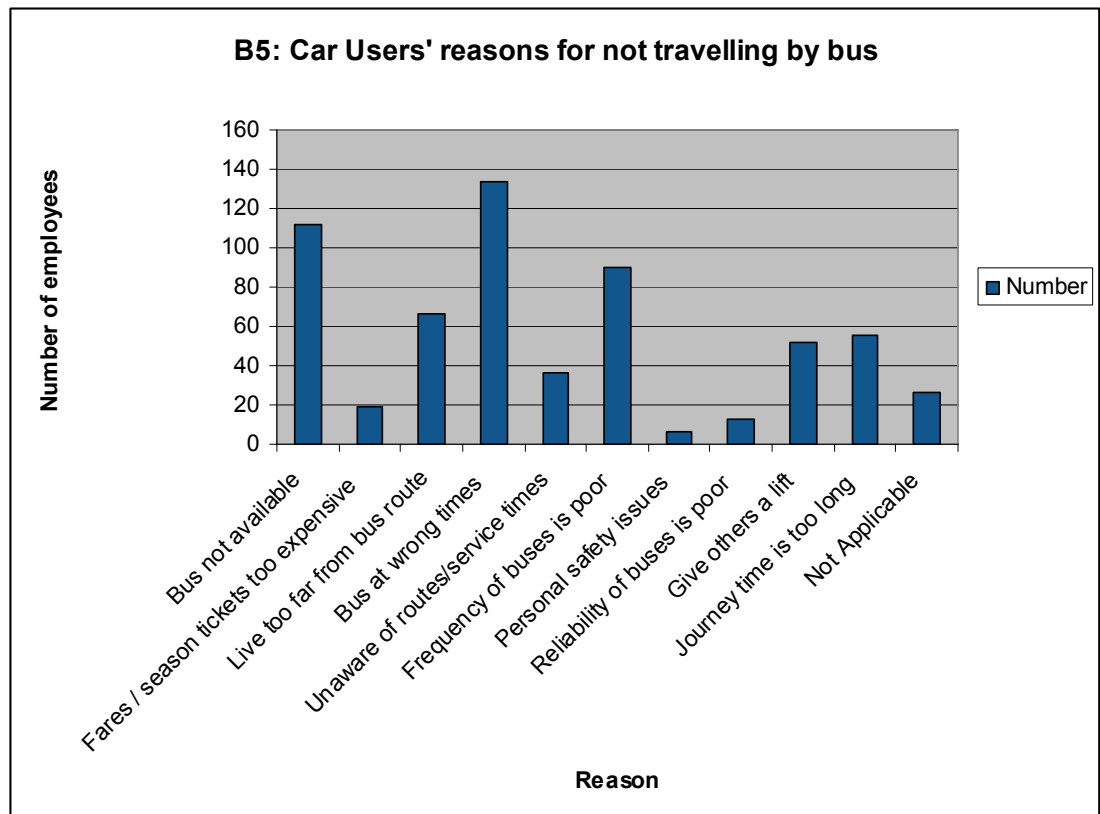## B4: If you normally travel to work, what are your main reasons for doing so?
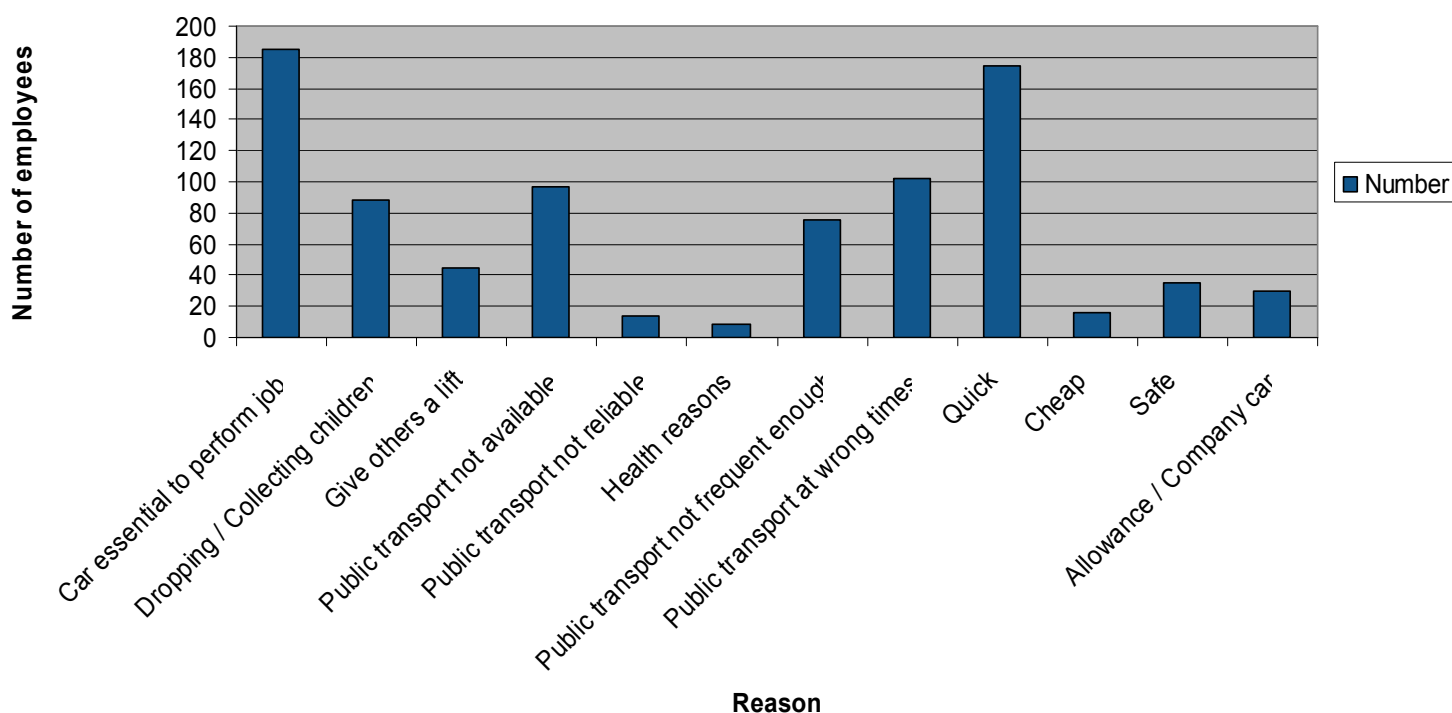
B5 – If you normally travel to work by car, which of the following reasons best describe your choice NOT to use BUS as your main mode of transport? *(tick ALL that apply)* **(Selecting only car drivers, car passengers, car sharers, Ferry + Car users and Ferry + Car Passenger users)**

Reason	Number	% Reasons
Bus at wrong times	134	31.4
Bus not available	112	26.2
Frequency of buses is poor	90	21.1
Live too far from bus route	66	15.5
Journey time is too long	55	12.9
Give others a lift	52	12.2
Unaware of routes/service times	36	8.4
Not Applicable	26	6.1
Fares / season tickets too expensive	19	4.4
Reliability of buses is poor	13	3.0
Personal safety issues	6	1.4

B5 – If you normally travel to work by car, which of the following reasons best describe your choice NOT to use BUS as your main mode of transport? *(tick ALL that apply)* **(Selecting only car drivers, car passengers or car sharers) I.e. <u>did not use the ferry</u>**

Reason	Number	% Reasons
Bus at wrong times	127	31.6
Bus not available	100	24.9
Frequency of buses is poor	85	21.1
Live too far from bus route	62	15.4
Journey time is too long	50	12.4
Give others a lift	49	12.2
Unaware of routes/service times	36	9.0
Not Applicable	24	6.0
Fares / season tickets too expensive	18	4.5
Reliability of buses is poor	13	3.2
Personal safety issues	5	1.2

Respondents choosing "Other" frequently cited their reliance on the car and the flexibility having a car offers as key reasons for them not travelling by bus to work. Inadequate bus service times and routes are also one of the main reasons why SIC employees stated that they travel by car instead of on the bus. The problem of accessibility with regards to bus services and mobility is therefore an important issue emerging from this question.
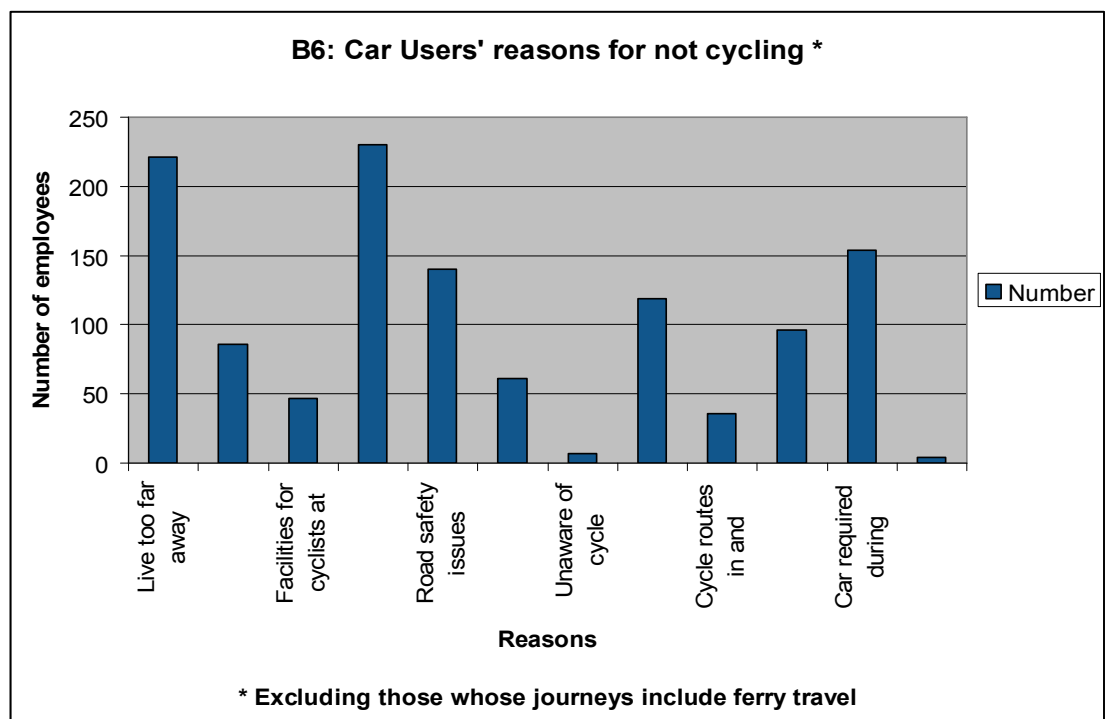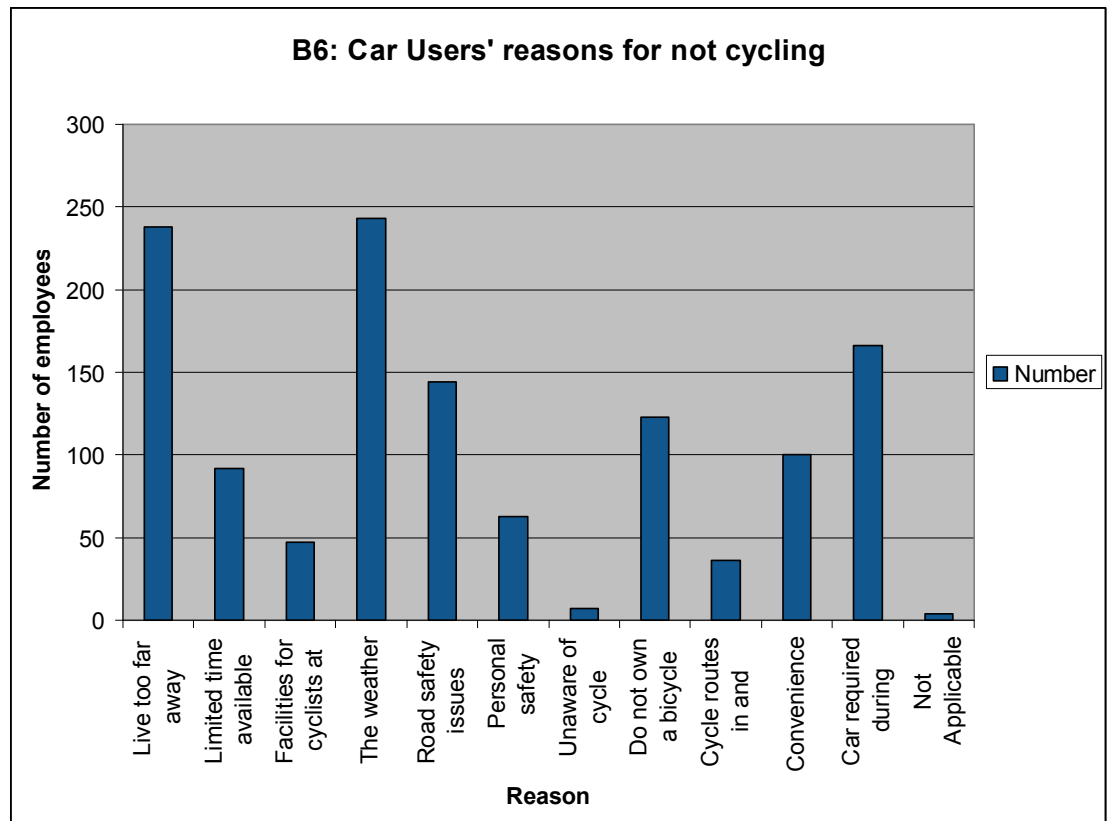
B5: Car Users' reasons for not travelling by bus

B5: Car Users' reasons for not travelling by bus *

* Excluding those whose journeys include ferry travel

B6 – If you normally travel to work by car, which of the following reasons best describe your choice NOT to CYCLE as your main mode of transport? *(tick ALL that apply)*
(Selecting only car drivers, car passengers, car sharers, Ferry + Car users and Ferry + Car Passenger users)

Reason	Number	% Reasons
The weather	243	56.9
Live too far away	238	55.7
Car required during working day	166	38.9
Road safety issues	144	33.7
Do not own a bicycle	123	28.8
Convenience	100	23.4
Limited time available	92	21.5
Personal safety issues	63	14.8
Facilities for cyclists at workplace inadequate	47	11.0
Cycle routes in and around workplace inadequate	36	8.4
Unaware of cycle facilities available at workplace	7	1.6
Not Applicable	4	0.9

B6 – If you normally travel to work by car, which of the following reasons best describe your choice NOT to CYCLE as your main mode of transport? *(tick ALL that apply)*
(Selecting only car drivers, car passengers or car sharers) I.e. <u>did not use the ferry</u>

| Reason	Number	% Reasons
The weather	230	57.2
Live too far away	221	55.0
Car required during working day	154	38.3
Road safety issues	140	34.8
Do not own a bicycle	119	29.6
Convenience	96	23.9
Limited time available	86	21.4
Personal safety issues	61	15.2
Facilities for cyclists at workplace inadequate	47	11.7
Cycle routes in and around workplace inadequate	36	9.0
Unaware of cycle facilities available at workplace	7	1.7
Not Applicable	4	1.0

Respondents generally cited "Other" in B6 because they cannot cycle / do not own a bicycle, they have children to look after, they have items to transport home, and because the terrain and weather in Shetland is unsuitable for cycling.

B6: Car Users' reasons for not cycling

B6: Car Users' reasons for not cycling *

* Excluding those whose journeys include ferry travel

B7 – If you normally travel to work by car, which of the following reasons best describe your choice NOT to walk as your main mode of transport? *(tick ALL that apply)* **(Selecting only car drivers, car passengers, car sharers, Ferry + Car users and Ferry + Car Passenger users)**

| Reason	Number	% Reasons
Live too far away	308	72.1
The weather	195	45.7
Car required during working day	160	37.5
Quality of route poor	61	14.3
Personal safety issues	53	12.4
Not Applicable	3	0.7

Respondents cited "Other" in B7 for similar reasons as in question B6. Physical reasons again focussed on the terrain in Shetland and the often poor weather conditions for walking. Others simply live too far away from their place of employment to walk to work or needed a car for activities taking place outside the workplace including shopping and picking up children.
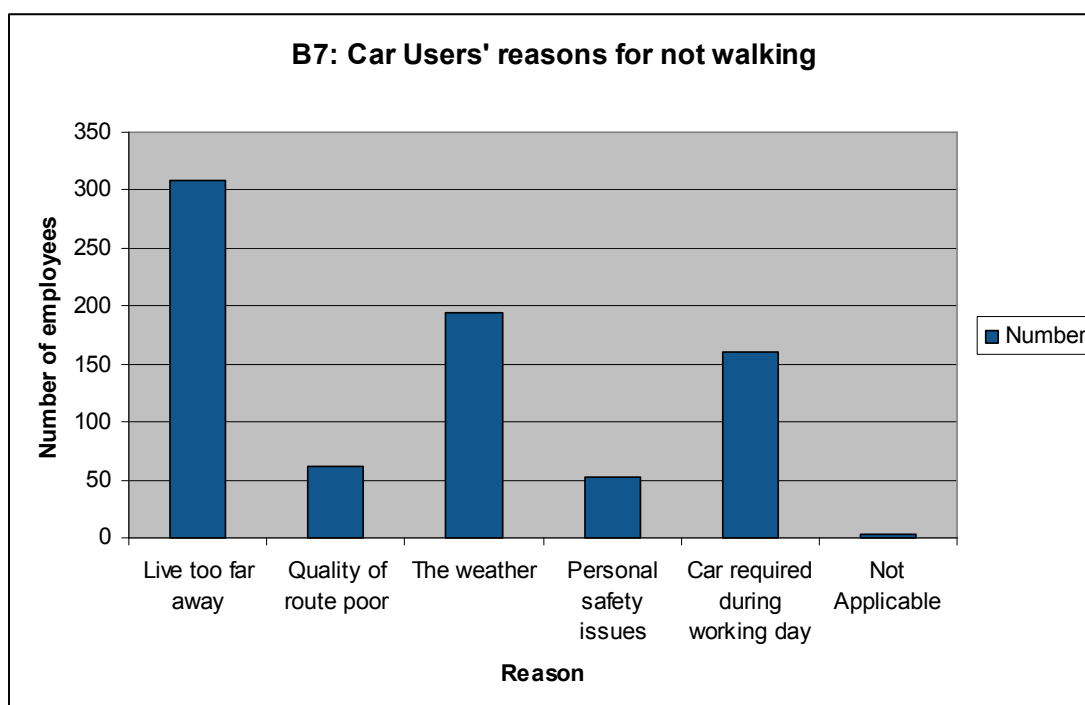
B8 – If you were unable to travel by car (e.g. car breakdown), what alternative mode would you use? *(tick ONE only)* **(Selecting only car drivers, car passengers, car sharers, Ferry + Car users and Ferry + Car Passenger users)**

Mode	Number	Cumulative Percentage (%)
Walk (home to work)	60	16.2
Motorcycle	10	18.4
Cycle	2	20
Bus	82	37.6
Taxi	19	41.6
Get lift	185	79.8
Not Applicable	4	87.3
Other	59	**100**

Respondents choosing "Other" often stated they if they were unable to travel by car, they would borrow / hire another car or get a lift, rather than adopt one of the alternative modes offered in B8.
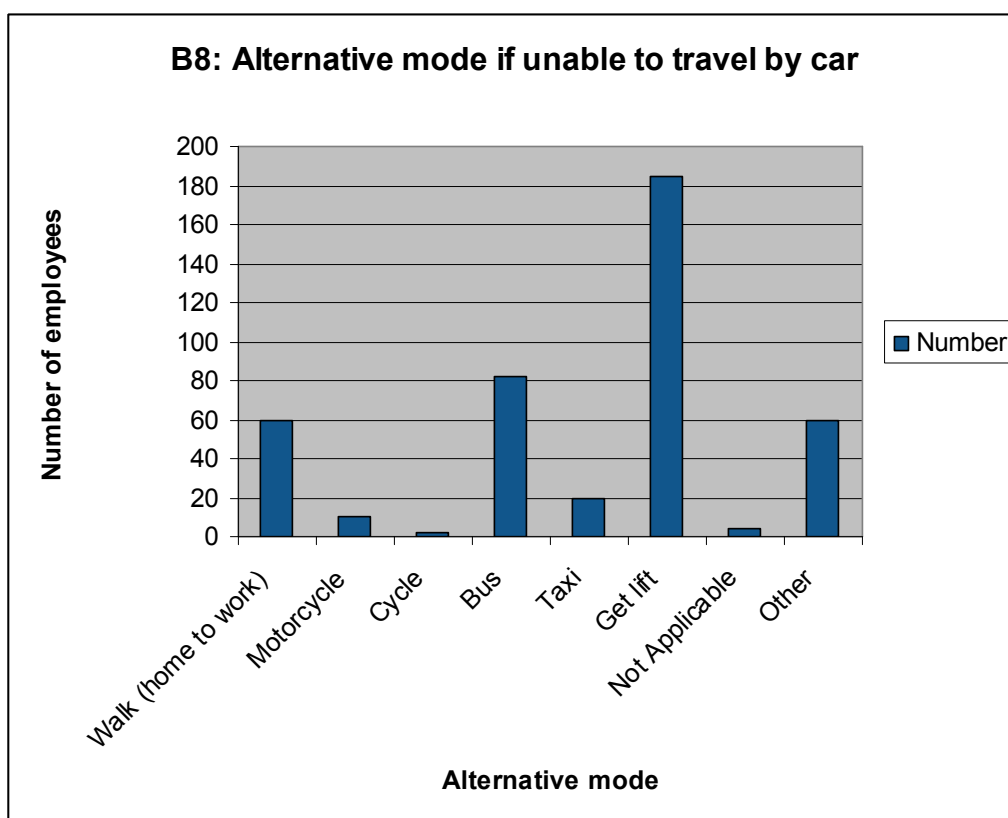
B9 – Are you aware that Shetland Islands Council has a policy on remote working?

Category	Number	Valid Percentage (%)
Yes	352	69.7
No	153	30.3
Total	**505**	**100**

B10 – Are you able to work remotely? (i.e. does your job permit you to work remotely?)

Category	Number	Valid Percentage (%)
Yes	115	22.9
No	259	51.5
Don't Know	129	25.6
Total	**503**	**100**

B11 – If you are NOT able to work remotely, please explain why.

Those respondents unable to work remotely were mainly employed as teachers or in education.

B12 – If you travel to work by car, how many people normally travel in your car to work (INCLUDING YOURSELF)? *(tick ONE only)*

Category	Number	Valid Percentage (%)
1	307	73.1
2	77	18.3
3 or 4	36	8.4
5 or more	0	0
Not Applicable	0	0
Total	**420**	**100**

B12: Number of people travelling in car
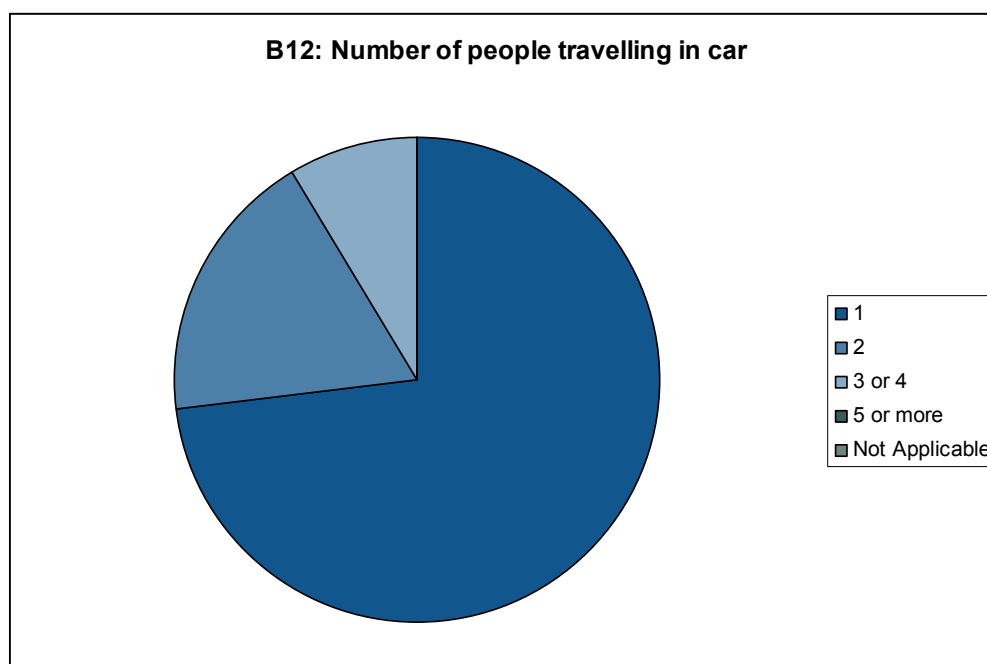
B13 – Which of the following reasons best describe your choice to travel alone? *(tick ALL that apply)* **(Selecting those who answered "1" to Question B12)**

| Reason	Number	% Reasons
Flexibility of travelling alone	190	57.6
Unaware of anyone to car share with me	146	44.2
Prefer to travel alone	30	9.1
Do not perceive any benefit in car sharing	6	1.8

SIC employees citing "Other" generally travel alone because of out of work commitments (such as picking up children). Varying travel patterns are also frequently cited as one of the main reasons why single car occupancy is the favoured mode.
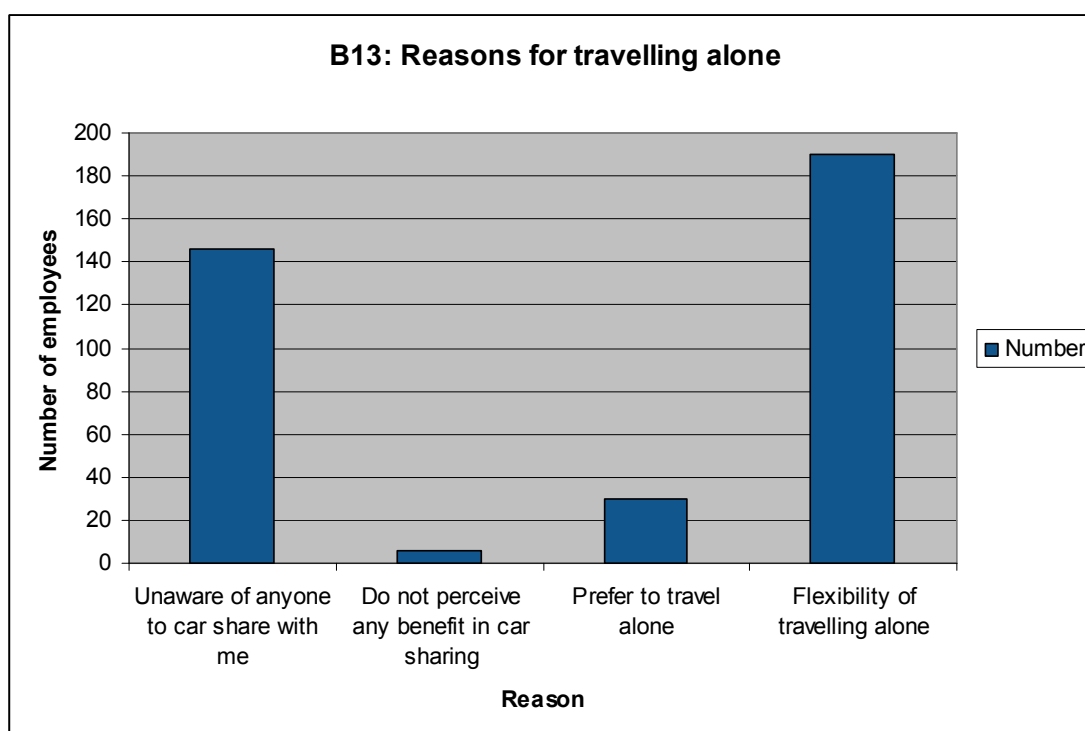
C1 – How would you like to travel to your workplace in the future? *(tick NO MORE THAN TWO boxes that best describes your ideal journey)*

Reason	Number	% Reasons
Car – Driver (single occupancy)	205	37.7
Car – share with others	148	27.2
Walk (home to work)	103	18.9
Cycle	79	14.5
Bus (Regular public service)	69	12.7
Work from home/closer to home	60	11.0
Car – Passenger	29	5.3
Motorcycle	12	2.2
Moped	1	0.2
Taxi	0	0
Ferry (plus Car – Driver)	18	3.3
Ferry (plus Car – Passenger)	4	0.7
Ferry (plus Bus)	4	0.7
Ferry (plus Walk)	2	0.4
Ferry (plus Taxi)	0	0
Ferry (plus Cycle)	0	0

Respondents choosing "Other" again suggested they would use a combination of the above modes such as a mix of car/bus to main place of work and then cycle or walk around Lerwick or car share. Some respondents stated that if fixed links were in place in Shetland in the future, they would drive to work. When comparing C1 to B1, it can be noted that less employees wish to travel to work as single car drivers and more wish to car share. In the future, more employees would like to walk and cycle to work. This suggests willingness among SIC employees to make their journey to work in an alternative way.
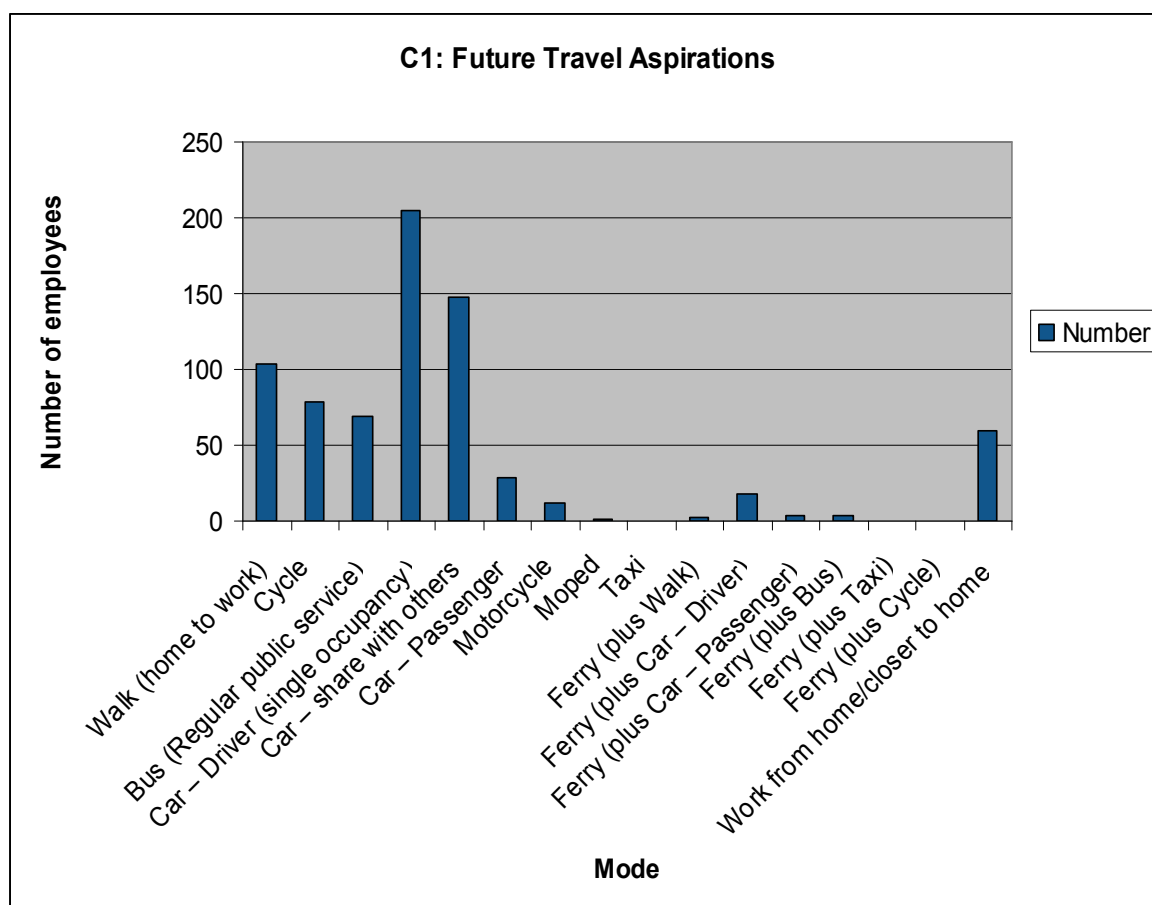
C2 – How often are you required to travel for work during office hours? *(tick ONE box only)*

| Category	Number	Valid Percentage (%)
Everyday	139	27.9
2-4 times per week	117	23.5
Once a week	37	7.4
Once a fortnight	9	1.8
Occasionally	147	29.5
Never	49	9.8
Total	**498**	**100**

How are these trips made?

Of these trips, almost all were made by car with the remaining trips predominately being made on foot.

C3 – If you anticipate travelling to your workplace by CAR, which of the following improvements and initiatives could persuade you to use an alternative mode of transport? *(please tick ALL that apply)* **(Using only records from respondents who indicated in C1; Car Driver, Car passenger and Car-sharer)**

Reason	Number	% Reasons
More frequent public transport	128	38.9
Opportunities for car sharing	86	26.1
Opportunity to work remotely	77	23.4
Guaranteed lift home scheme	70	21.3
Availability of car pool at work	66	20.1
Nothing	63	19.1
Cheaper public transport	61	18.5
Quicker public transport	50	15.2
More reliable public transport	37	11.2
Showers / changing facilities at work	35	10.6
Safer walk / cycle routes	29	8.8
Better cycle facilities	26	7.9
Not Applicable	24	7.3
Reduced rate bike schemes	14	4.3
Availability of cycle pool	13	4.0
Better pedestrian facilities	11	3.3
Safer public transport	6	1.8

One respondent wrote that if there were dryers at work to dry off wet clothes, they may be persuaded to switch to using an alternative mode of transport. Another called for the introduction of a pool mini bus. A further key trend emerging from this question was the condition of the existing buses – two individuals claimed that they were geared towards a city or town environment and were not suitable for travelling substantial distances on remote roads in Shetland.

C3: Improvements and Initiatives to persuade Car Drivers to switch travel mode
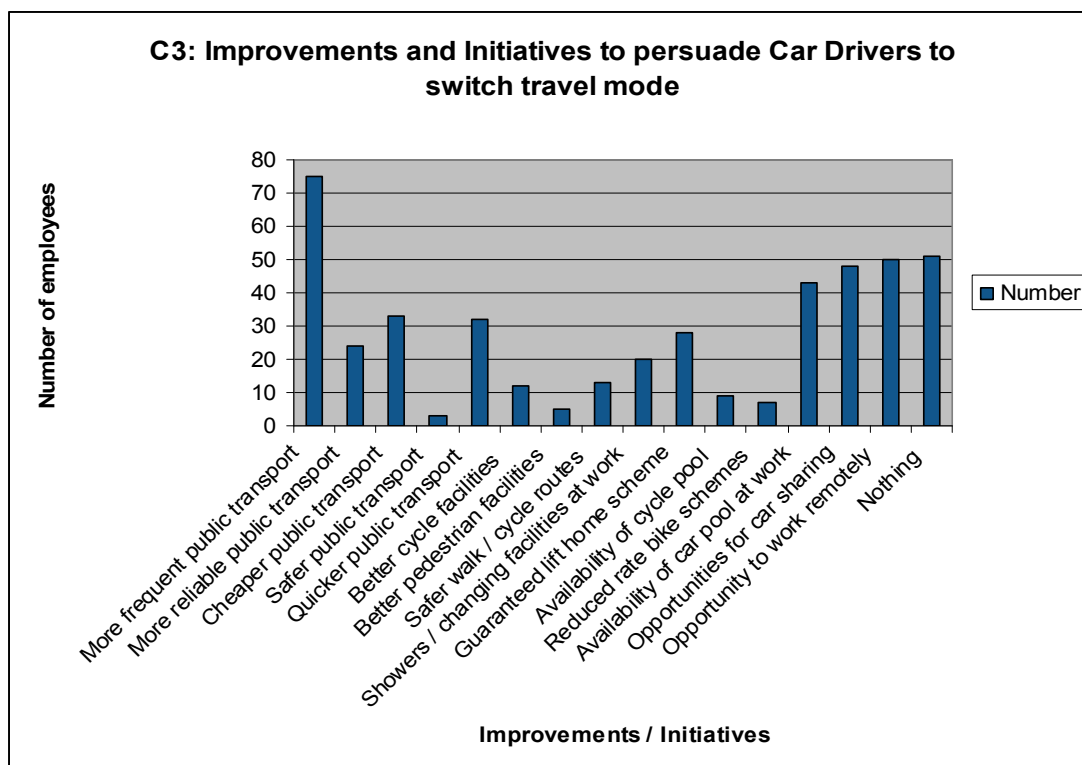
D2 – If you are interested in getting involved in the Travel Plan as it develops, and potentially trialling new initiatives, please tick the box opposite.

No of Responses	Percentage (%)
117	21.5

1 in 5 Shetland Islands Council employees who took part in the Travel Survey expressed an interest in getting involved in the Green Travel Plan as it develops.

Additional Comments (D1)

- Improved frequency and number of bus services. Existing services pose problems for those working in shifts – unable to catch the bus
- Integration of bus times with ferries
- Central number to provide information about the bus service during times of bad weather
- Central information exchange for people willing to car share
- Wide cycle pavements / cycle routes all over Shetland
- Allow bikes on buses. This would encourage more employees to cycle
- Improved facilities for getting changed or showered at work: "park & shower"
- SIC employees like the idea of a loan scheme for bikes. Suggestion of providing bike racks and repair kits / pumps
- Wider pavements for pedestrians to use to encourage walking to work
- Renewable energy – alternative fuels / electronic motorbikes powered by batteries charged through the use of renewable energy sources such as wind, wave and solar power
- Weather, geography and inconvenience are a major deterrent to employees of Shetland Islands Council with regards to them switching to an alternative mode of transport.

Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Transport Development Manager**

ATLANTIC AIRWAYS – REQUEST TO BE INCLUDED IN AIR DISCOUNT SCHEME

1.   Introduction

1.1   This report is to ask Members to consider a request from Atlantic Airways that ZetTrans facilitates the inclusion of its Sumburgh / Stansted service in the Scottish Government's Air Discount Scheme (ADS).

2.   Background

2.1   Atlantic Airways introduced a summer scheduled air service between Sumburgh and Stansted in 2006.

2.2   The Scottish Government funds an ADS which provides discounted fares on eligible routes to people whose main residence is in Shetland (and other specified areas). Eligible persons qualify for a discount of 40% of the core fares on scheduled air services between airports within the eligible areas and Glasgow, Edinburgh, Aberdeen and Inverness.

2.3   Passengers using the Atlantic Airways service to Stansted do not currently qualify for the ADS on this route.

3.   Request from Atlantic Airways

3.1   Atlantic Airways has asked that ZetTrans facilitates their request to the Scottish Government for the Sumburgh / Stansted service to be included in the ADS.

3.2   Atlantic Airways claim that they are disadvantaged by not being included in the scheme and that potential passengers are attracted away from their service onto services that qualify for the ADS.

4.   Shetland Transport Strategy

4.1   The Shetland Transport Strategy includes the following interventions:

4.1.1 APS 2 – *ZetTrans will fully participate in the Scottish Government's planned future evaluation of the Air Discount Scheme. In the short term, it will continue to lobby for continuation and development of the scheme, and will continue to present the case for the Air Discount Scheme to be extended to visitors to Shetland.*

4.1.2 APS 4 - *ZetTrans will work in partnership with the Scottish Government, Enterprise Agencies, Tourism Agencies and Highlands and Islands Airports Limited to seek growth of routes to and from Shetland.*

5. Proposal

5.1 It is proposed that officers of ZetTrans investigate the opportunity to assist Atlantic Airways in achieving recognition for its Sumburgh / Stansted route in the ADS scheme.

5.2 It is further proposed that officers of ZetTrans approach the appropriate section within the Scottish Government to achieve this aim.

6. Recommendation

6.1 I recommend that the Members of ZetTrans authorise the officers of ZetTrans to progress the request from Atlantic Airways and agree the proposals in 5.1 and 5.2 above.

Report Number: ZTP-04-08-F

Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Transport Development Manager**

DISABILITY EQUALITY SCHEME

1.   Introduction

1.1   This report is to ask Members to approve the updated Shetland Islands Council Disability Equality Scheme (DES) for ZetTrans.

2.   Background

2.1   ZetTrans is required by the Disability Discrimination Act 2005 to prepare and publish a DES.

2.2   It is also required to review the scheme annually and to produce an annual report on progress with the scheme.

2.3   The DES had to be published on 3 December 2007 and the first annual report is due on 4 December 2008.

3.   Current position

3.1   The existing SIC DES has been updated and includes the requirements for a scheme for ZetTrans, Schools Service and Shetland College.

3.2   The four organisations worked in partnership to produce one scheme which satisfied the needs of each. The amended DES was published for ZetTrans, as required, on 3 December 2007 and can be found at: http://www.shetland.gov.uk/transport/stp/documents/DESFinal.pdf. The scheme is also available on the other organisations' websites. A paper copy will also be available in the Members office.

4.   Proposal

4.1   It is proposed that the ZetTrans Members approve the updated SIC DES for ZetTrans.

5. Recommendation

5.1 I recommend that the Members of ZetTrans approve the adoption of the updated SIC Disability Equality Scheme for ZetTrans.

Report Number: ZTP-05-08-F

MINUTE   **"A" & "B"**

Shetland External Transport Forum
Room 16, Islesburgh Community Centre, Lerwick
Wednesday 7 November 2007 at 2.15pm

Present:
A S Wishart   I J Hawkins
C H J Miller   F A Robertson

Apologies:
A Steven, VisitShetland
D Smith, NFU

In attendance (Officers):
G Spall, Executive Director - Infrastructure
M Craigie, Lead Officer
K Duerden, Transport Development Manager
L Gair, Committee Officer

Also:
J H Henry, Councillor
B Davidson, Chief Executive, Northlink Ferries
G Crichton, Commercial Director, Northlink Ferries
J Linklater, Northlink Ferries
S Grier, Chairman, Loganair Ltd
P Tierney, Chief Executive, Loganair Ltd
N Leslie, Northwards
D Paul, JBT Transport
R Henderson, Seafood Shetland Islands Council
D Sandison, Shetland Aquaculture
H Balfour, Shetland Transport
B Hunter, Smyril Line
B Gunn, Shetland Retailers Association
V Sandison, Lerwick Port Authority
J Roberts, Streamline Shipping
N Flaws, HIAL
M Johnson, Disability Shetland Islands Council
C Hughson, Shetland Council of Social Services/VISP
N Leask, Scottish Crofting Foundation
R Smith, Member of Scottish Youth Parliament

Chairman

Mr A S Wishart, Chairperson of Forum, presided.

01/07   **Welcome and Introductions**
         The Chairman welcomed everyone to the meeting and introduced the representatives from Loganair Ltd and Northlink Ferries.

02/07   **Purpose of the Forum**
         The Chairman and the Transport Development Manager provided the Forum with a brief history of how the Forum was set up and said that it was a meaningful forum to discuss Shetland's External Transport. The Chairman added that any complaints or problems should not wait until a meeting is held, but be dealt with immediately, and said that ZetTrans Officers would also be available to assist if necessary.   He added that positive feedback would also be welcome and ZetTrans would pass on comments to the relevant organisation.

         The Forum was advised that it was intended that 4 meetings of the Forum would be held per year, and that the Air and Sea transport operators would be invited to attend twice a year at alternate meetings, however this would be flexible. It was also explained that the Forum formed part of the Scottish Government's request for ferry consultation and the Tier 1, 2 and 3 process was outlined.

03/07   **Approval of Terms of Reference**
         The Chairman drew the Forum's attention to the Terms of Reference attached as Appendix 1. The Transport Development Manager advised that the Terms of Reference were created to provide guidance and had been kept as simple as possible, and welcomed the Forum's comments and suggestions. The Forum agreed to adopt Terms of Reference attached.

04/07   **Verbal Update from Loganair**
         The Chairman invited Mr S Grier and Mr P Tierney from Loganair Ltd to address the Forum.

         Mr Grier said that he was delighted to be invited to attend the forum and looked forward to working with ZetTrans. Mr Grier said that a lot of progress had been made since he had last addressed the previous Environment and Transport Forum, adding that Loganair had worked hard to improve the quality, punctuality and reliability of the air service.

         Mr Grier and Mr Tierney provided the Forum with a detailed update on the progress made in the following areas:

         • there had been an 11% increase in passenger numbers which had been accommodated by increasing the frequency of flights to and from Aberdeen, Edinburgh, Glasgow, Kirkwall and Inverness;
         • Loganair had seen growth in their services as a result of marketing initiatives including the air discount scheme, lower fares and a wider range of fares;
         • three Saab 340A's had been replaced by the Saab 340B's and further investment is in progress;
         • Investment in spare parts and engineering.

Mr Grier said that Loganair took over the air service from British Airways three years ago and there had been no decline in passenger numbers. He advised that an announcement had been released that the franchise arrangement with BA was to come to an end in March 2008, adding that it was clear that BA was less enthusiastic about regional services and more interested in International services to and from London. Mr Grier said that BA announced that only GB Airways was being sold to Easyjet and said that Loganair were the last of 8 franchise companies and that a negotiated code-share arrangement would take the place of the franchise. He said that Loganair would be seeking an extension from 31 March 2008 to 21 October 2008 to maintain the service over the summer programme. On a code-share arrangement he advised that Loganair were satisfied that passengers would not be disadvantaged, and said that passengers would still be able to book flights, with Loganair and British Airways and check in their luggage from Shetland through to an international destination. Mr Grier concluded by saying that this change would bring new opportunities for initiatives and secured the relationship with British Airways which was important to Orkney, Shetland and the Western Isles, to London and beyond.

Mr Tierney provided an update on the issue of the change in ground handling services and said that he was aware that improvements were being made. The Chairman said that this was a raw subject that was forced on them at short notice, but said Loganair had handled it properly and well.

In response to a query from Mr Johnson, Disability Shetland, with regard to the availability/accessibility to the ambulift equipment at Glasgow and Aberdeen Mr Grier said that this query was part of the forum remit. Mr Tierney explained that he had spoken with Ms S Laurenson, NHS Shetland, and some imprvements had been made, and that they had put their base managers in touch with the discharge nurses so that advance communication could take place. He advised that there were a number of methods used, but said that the ambulift was the method of choice, however as the equipment was owned by the Airport Authority, it was used on a first come first serve basis. Mr Johnson added that in Shetland the ambulift was kept in the fire station and was in excellent condition however he said that Orkney kept their ambulift on the pier, and it had therefore deteriorated and was not fit for purpose, and queried whether one could be provided in the Western Isles. The Transport Development Manager said anyone could either contact the operator or ZetTrans to pursue such matters.

In response to a query from Mrs C H J Miller, Mr S Grier said that Loganair had a "Duty of Care" which had been passed in February. He said that passengers were not compensated if a cancellation occured for any reasons outwith Loganair's control. Loganair would compensate if the reason was within their control and they would not abandon passengers and would, where possible, provide accommodation and transport them to and from that accommodation.

With regard to a query from Mrs I J Hawkins, Mr S Grier advised that the Air Discount Scheme was scheduled to expire at the end of March 2008, but he was seeking confirmation that this would be extended. He added that he had also sought confirmation that flights, booked well in advance under the scheme, would be honoured beyond 1 April. He said that it was unlikely that the Air Discount Scheme would be withdrawn, but there was no black and white answer.

During further discussions, the Forum was advised that Loganair had been consulted on these changes, but it was agreed that the Forum provide their comments/ideas/support, through ZetTrans. The Head of Transport advised that the sooner the Forum's comments were received, the more chance there would be of having them considered.

The Chairman thanked Mr Grier and Mr Tierney for attending the meeting.

05/07 **Verbal Update from Northlink**
The Chairman invited Mr B Davidson and Mr G Crichton from Nortlink Ferries to address the Forum.

Mr Davidson and Mr Crichton introduced Mr James Linklater, Northlink Customer Care Manager who would be taking on the liaison role.

Mr Davidson and Mr Crichton provided a detailed update on their service stating that it was now a year, past in July, since they had been working under the new contract.

Since that time, Mr Davidson advised that there had been £3m invested in additonal cabins on "Hjaltland" and "Hrossey" which provided more accommodation. Monthly reports on sailings and arrival times were now provided to the Scottish Government, which showed that reliability was high. He added that instances of bad weather were removed as these were outwith their control. The Forum were advised that ferry fares would increase by 2½% from January 2008

Mr Davidson said that Northlink Ferries also met with the fish processing industry to discuss key issues to try to improve and modify the service. However the Scottish Government felt that they could not afford the first request put forward for a larger freight vessel.

Mr Davidson said that the timetable for the Thursday sailing of "Clair", which also affected Orkney, would be discussed at the Tier 2 meeting next week. He said that the livstock season was up and down and Northlink had spent £2.3 million in lairage facilities at Aberdeen and the mark 2 livestock containers were now at Holmasgarth.

The Forum was advised that the vessels would be out of service for drydocking maintenance again this year and that the dates would avoid the school holidays. He advised that tenders were out to shipyards.

Mr Crichton advised that Mr Linklater would be attending future meetings in his place, and said that he was pleased that the first year of the new contract had been very good. He said that freight volumes were strong and better than expected, white fish and salmon volumes were also better than expected, the construction and oil related traffic was also good. Mr Crichton said that passenger growth was not spectacular, and the livestock volumes were changable.

Mr Crichton said that following last year's discussions with users arranged by ZetTrans, regarding bad weather disruption to services in March, Northlink Ferries had learned from that and now had better communication with customers.

Mr N Leask, Scottish Crofting Foundation, thanked the Northlink Ferries representatives for the work done in the moving of animals, but asked why the cost of shipping a single animal was so high.   He said that he understood that there was a change in EU Legislation, but said that this would not have intended to destroy the small business and support the big adding that there had to be a resolution.   Mr Davidson explained that the charge was now on the length of the box and no longer charged per animal.   He said that they had bought in horse boxes to take smaller quantities, but said that this was still expensive, and there was not an easy solution.   He added that as NorthLink Ferries was state aided, they were constrained.   Mr Davidson said that Orkney had a similar situation and said that they consolidated on small shipments which seemed to work reasonably well.   Mr Leask asked if there was anything that the Forum could do to help. Following further discussion, the Chairman agreed that as this was a more political issue than an operational issue, that ZetTrans would open dialogue with the Scottish Government through the Tier 2 meeting.

Mr D Sandison, Shetland Aquaculture, said that he had three points to raise from the Producers Group meetings.

- Timetable – put back leaving time from Lerwick of Thursday freight sailings by "Clair" and not go through Orkney
- Diversionary Ports – Can Scrabster be utilised as a diversionary port, recognising that there is an additional cost when arriving on the mainland.?
- Freight Vessels – A 21st Century purpose built vessel is required.

The Chairman advised that the first two points could be addressed at the Tier 2 Meeting, and advised that vessel replacement discussions were already taking place and he would find out how ZetTrans could be involved in discussions.

Mr Davidson advised the Forum that when Aberdeen is tempoararily closed, it was established whether the vessel should leave Shetland and if it could go to Orkney and onto Scrabster on the mainland. He advised that Northlink have their own handling facilities at Scrabster, and if setting off it would only be Scrabster that was used if Aberdeen was closed.   Mr Davidson provided an explanation for the previous month's disruption, and stated that Northlink Ferries never instruct the Master to sail, adding that it was up to the Master, with the information available to him, whether to sail.

The Chairman said that the Forum was the place to bring issues for discussion, but that they should not wait for a meeting.

Mr M Johnson, Disability Shetland, advised the Forum that Disability Shetland provide passenger survey forms in the disabled cabins on the ferries and advised that the completed forms expressed a high level of satisfaction from its users. He added however that there were additional comments from passengers who had difficulty finding disabled accommodation. The Chairman thanked Mr Johnson for the feedback provided.

The Chairman thanked Mr Davidson, Mr Crichton and Mr Linklater for attending the meeting.

06/07   **Dates for meetings of the Forum for 2008**

The Forum discussed dates for future meetings, and it was agreed that Loganair Limited and Northlink Ferries would attend alternate meetings, and it was agreed that the Forum would be advised of a day and time in each of the weeks beginning:

14 January 2008
19 May 2008
18 August 2008
10 November 2008

07/07   **Submission of Agenda Items**
The Forum were advised that pre-agenda notification would be provided and items for the agenda would be invited 3 weeks before the meeting, however that would not preclude questions being asked at the meeting.

08/07   **AOCB**
Road Equivalent Tariff
The Transport Development Manager advised that Halcrows would be in Shetland to carry out a presentation on Monday 26 November, and said that individual sessions were being arranged with operators. He asked that anyone interested in having an individual or collective session with Halcrows, let him know.

Mr Davidson advised that he had attended a Seminar with consultants and stakeholders in Inverness and said they had demonstrated the Norwegian system. He said that he was also aware that the Canadian system was different and advised the Forum that there appeared to be no standard RET system.

Regional Transport Strategy
The Transport Development Manager provided the Forum with an update on the ongoing work and advised that an Origin and Destination Study would be carried out by consultants over the next year.

09/07   **Date and venue for next meeting**
The Forum agreed that the next meeting would be held on Tuesday 15 January 2008 at 2.15pm, to be attended by Loganair Limited, at the Islesburgh Community Centre, Lerwick.

The Chairman thanked everyone for attending the meeting adding that the Forum was a useful means of dialogue.

A S Wishart
CHAIRPERSON

Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Financial Controller**

ZETLAND TRANSPORT PARTNERSHIP – AUDIT REPORT 2006/07

1.   Introduction

1.1   The audit of the 2006/07 accounts has now been successfully completed and copies of the audited accounts and the Audit report form Appendix A and B to this report. The Transport Partnership's external auditors are Audit Scotland. Members should note that there were two action points listed in the Action Plan of the Audit report. Both points were as a result of 2006/07 being the first year of operation for the Zetland Transport Partnership and the late issue by the Scottish Executive of guidance in respect of Transport Partnerships.

2.   Financial Implications

2.1   There are no financial implications to this report.

2.2   For information, this was the first year of operation for the Zetland Transport Partnership, which made budgeting difficult, and at the year-end there was an increased contribution over budget from Shetland Islands Council of £77,314 to fund higher than expected revenue costs. This was fully reported to the Zetland Transport Partnership on 14 August 2007.

3.   Recommendations

3.1   The Partnership is recommended to:-

a)   Note the attached audited accounts and audit report for 2006/07.

Report Number: ZTP-01-08-F

Zetland Transport Partnership

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REPORT

To: **Zetland Transport Partnership**   **7 January 2008**

From: **Transport Development Manager**

IMPLEMENTATION OF SHETLAND TRANSPORT STRATEGY

1.   Introduction

1.1   This report is to update Members on the progress of the implementation of the Shetland Transport Strategy.

1.2   Despite the Strategy not yet being approved, implementation of the Strategy is progressing albeit at a slightly slower pace than intended due to uncertainty over revenue and capital funding to meet commitments carrying over into financial year 2008/09. A Regional Transport Strategy (RTS) Implementation Group of officers from a number of departments has been established and a comprehensive Action Plan developed to assist with the implementation.

1.3   The report contains a short summary on a number of the interventions relating to the Strategy and includes those being progressed by both ZetTrans and external personnel.

1.4   Some of the interventions listed below are projects within the 07/08 ZetTrans Capital Programme.

2.   Shetland Transport Strategy Interventions

2.1   Origin & Destination study – Consultants have been appointed to carry out the O. & D. Study. This will include face to face and telephone interviews and questionnaires to non-travellers. A copy of the study brief can be provided if Members wish. The study will report by October 2008.

2.2   Fetlar issues – a study into the socio-economic benefits to Fetlar of a breakwater and small berth facility has been completed. This has demonstrated that the improvement in transport links to Fetlar and Unst that this could bring about, in addition to the potential for further socio-economic development for Fetlar due to the improved facilities, could be the required catalyst to Fetlar's development. 70% of funding is

being sought from the Council's Capital Programme, with the remainder being sourced from Europe and other local sources.

2.3   Skerries South Mouth – previous studies have been drawn together with additional data gathered this winter to assess the costs and likely benefits to transport operations to Skerries if the South Mouth channel was accessible by m.v. *Filla*.

2.4   Bressay STAG (Scottish Transport Appraisal Guidance) – strategic planning objectives for the link between Bressay and Mainland Shetland have been developed, from the initial consultation phase. A long list of options has been appraised against the objectives, resulting in a short list of options. These options will now progress to detailed economic, environmental, social and safety appraisals. The result will be a proposed option or options that best meets the strategic planning objectives. A community meeting is being held on Bressay on 14th January 2008, informing them of progress and the next steps. The study is on schedule to report in March 2008.

There is still a need for a clearer and more explicit strategic context for the project. The extent of this need will be further assessed during the detailed appraisal and appropriate guidance sought from ZetTrans/ Shetland Islands Council as necessary.

2.5   Fares Study and increasing utilisation of Inter Island services – There will be a report on this intervention to the Inter Island Ferries Board (IIFB) for its meeting on 11 January 2008. The consultants who are working on this project will present their output so far to that meeting. Members of ZetTrans are invited to the meeting of the IIFB at 10.00 am on Friday 11 January 2008 in the Council Chamber.

2.6   Travel Plan - There is a separate report on this intervention for this meeting.

2.7   Tunnels Study –   Steps are being taken to engage in discussions with regulatory bodies and stakeholders to establish the principles of sub-sea tunnels in Shetland and it is anticipated that detailed discussions will be taking place during January and early February 2008.

2.8   Whalsay STAG 2 – The STAG 2 study for the Whalsay link is progressing to schedule. The draft report will be presented to the ZetTrans meeting on 18 February 2008.

2.9   Bluemull STAG – a group consisting of the North Isles Councillors, representatives of the Community Councils and the ferry crew of Bluemull, chaired by Cllr Allan Wishart, has been set up. The role of this group is to monitor and guide the study. The initial stage of consultation with communities, businesses and other stakeholders, including all of Shetland, commences shortly. Every effort is being made to utilise information gathered in previous studies. A short list of options for the transport link will be available by the end of March 2008.

2.10 Scandinavian Ferry – The proposed NORSHUKON Norwegian Ferry link has been retendered as a freight only or freight and limited passenger service. Tenders are invited by end February 2008 with the intention of appointing a preferred bidder by end March 2008.

2.11 Shetland External Transport Forum – the new Shetland External Transport Forum has been established. The first meeting was held on 7 November 2007. The next meeting is scheduled for 15 January 2008 when Loganair will be represented.

2.12 Tier 2 Ferry Consultation – The inaugural meeting of the Tier 2 Ferry Consultation forum comprising of HITRANS, Nestrans, ZetTrans and Scottish Government was held in Orkney on 15 November 2007. It was decided to have another meeting on 21 February 2008 to discuss the timeline for the 2012 tendering process for the Northern Isles ferry contract.

2.13 Road Equivalent Tariff (RET) – Halcrow's, the consultants carrying out the RET study for the Scottish Government, gave a presentation to ZetTrans Members and Members of the Shetland External Transport Forum on 26 November 2007.

2.14 Air Discount Scheme (ADS) – Representation has been made to Halcrow's, the consultants carrying out the ADS study for the Scottish Government, regarding the benefits and shortcomings of the scheme.

2.15 Disability Equality Scheme – ZetTrans Disability Equality Scheme was published on 3 December 2007. There is a separate report to this meeting asking Members to approve the Scheme.

2.16 Officers responsible for the above projects will be present at the meeting and will answer any queries.

3. Recommendation

3.1 I recommend that the Members of ZetTrans note the content of this report.

Report Number: ZTP-06-08-F