

MINUTE

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Development Committee
Council Chamber, Town Hall, Lerwick
Wednesday 6 February 2013 at 10 a.m.

Present:

A Cooper	T Smith
M Burgess	S Coutts
B Fox	A Manson
F Robertson	G Robinson
M Stout	A Westlake

Also in Attendance:

G Smith
V Wishart

Apologies

None

In Attendance (Officers):

N Grant, Director of Development Services
W Grant, Project Manager
S Keith, Project Manager
E Park, Transport Strategy Officer
A Cogle, Team Leader - Administration
L Adamson, Committee Officer

Chair:

Mr A Cooper, Chair of the Committee, presided.

Circular:

The circular calling the meeting was held as read.

Declarations of Interest

Ms Manson advised of an interest in Item 2 "Investment Update".

03/13 **Minutes**

The Committee confirmed the minutes of the meeting on 14 November 2012 on the motion of Mr T Smith, seconded by Mr Stout.

The Committee confirmed the minutes of the meeting on 14 December 2012 on the motion of Mr T Smith, seconded by Ms Westlake.

04/13 **Transport Network Redesign**

The Committee considered a report by the Director of Development Services (Report No: TP-02-13-F), which advised of the progress of the project to redesign Public Transport routes and services in Shetland (including the provision of Education transport) and sought approval to proceed to tender under a framework that allows the prioritisation of services in the event that not all services can be provided within available budgets.

The Transport Strategy Officer summarised the main terms of the report, and advised that approval of the recommendations would enable the tendering stage to progress during March, and for the contracts to commence on 19 August 2013 to correspond with the start of the new school year.

In response to questions, the Transport Strategy Officer explained that the specifications for the contracts will be based purely on current legislation, to run for a period of 5 years to allow operators to spread the cost over a longer period, which will provide the best price to the Council. She confirmed that the contracts would ensure compliance with any new legislation introduced during the 5 year period.

During the discussion, Members reported on the benefits of a single travel card, to be used for travel on the ferries and on buses throughout Shetland. The Director of Development Services advised that progress was being made in regards to the fare structures and ticketing system for the ferries, which would tie in with the requirements of the bus network. He undertook to report back to Committee in terms of progress and timescales, which would include proposals for a single travel card for Shetland. The Chair asked for this to be progressed as a matter of urgency.

It was suggested that consideration should be given to introduce scaled travel fares, with a reduced charge for lower income households, and to establish an increased tourist fare to increase income.

In response to questions, the Transport Strategy Officer advised that the Transport Planning Service has been working with the Council's Procurement Service to ensure the relevant processes were being followed. In this regards, she confirmed that the tenders would be advertised in the European Journal and local press.

During the discussion, the Transport Strategy Officer explained that the number of contracts have been increased to include a larger number of smaller contracts. Operators can then tender for individual contracts, or package contracts together, which it is hoped will encourage efficiencies with the aim to reduce the costs on all routes.

The Transport Strategy Officer confirmed that the Service would continue to work closely with the Blueprint for Education team to factor in variations to the contracts if changes are required over the 5 years of the contract.

The Transport Strategy Officer reported that draft bus timetables had been passed to local bus operators to check the timings between the services, and the timetable will be amended to take into account the recent alterations to the ferry timetables. She advised that Members will be given the opportunity to consider all the costed options for the combination of each contract, based on the travel needs factors in the report.

On the motion of Mr Robinson, seconded by Mr Robertson, the Committee approved the recommendations in the report.

Decision:

The Committee **RESOLVED** to:

- Consider the progress of the project and reconfirm approval to tender the redesigned network, with a contract length of five years and the mechanism in place to address affordability when tenders are received; and
- Agree the steps outlined in Appendix 1 of the report to tender the redesigned services.

In order to avoid the disclosure of exempt information, Mr Cooper moved, Mr Robertson seconded, and the Committee agreed to exclude the public in terms of the relevant legislation during consideration of the following item of business.

05/13 **Investment Update**

The Committee considered a report by the Project Manager, which provided an update on recent activities concerning specific investments of a confidential nature.

(Ms Manson declared an interest as a close relative is named in the report, and confirmed that she would take no part in the discussion).

(Mr Robinson left the meeting).

Decision:

The Committee **RESOLVED** that the Executive Manager – Economic Development and the staff of the Economic Development Service continue to act on behalf of the Council accordingly regarding current and future business activities, and further agreed that Millgaet Media Ltd. would be an item on the agenda for Development Committee on 27 March.

The meeting concluded at 11.25am

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Chair