



TSDB (08)12th Conclusions

TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING

MINUTES OF MEETING HELD IN BUCHANAN HOUSE, GLASGOW
AT 09:00 22 DECEMBER 2008

Present:	Malcolm Reed (Chair)	Chief Executive
	Bill Reeve	Director of Rail Delivery
	Ainslie McLaughlin	Director of MTRIPS
	Frances Duffy	Director of Strategy and Investment
	Jim Barton	Director of TRNMD
	Richard Scott	Director of Business Improvement
	Iain Docherty	Non- Executive Director
	Jacqueline Redmond	Non- Executive Director
	Gillian McCole	PS/Transport Scotland
	Steve Montgomery, First Scotrail	For agenda item 2 only
	Ron McAulay, Network Rail	For agenda item 2 only
	Jerry Farquarson, First Scotrail	For agenda item 2 only
	Jeff Cook, Network Rail	For agenda item 2 only

Declarations of Interest

1. There were no declarations of interest. Gillian McCole informed the Board that she was awaiting confirmation from Scottish Government on the recording of non-executive Directors declarations of interest after the introduction of eHR. Once advice is received this will be forwarded to the Board for information and the Non Executive Directors for action if necessary. All Directors now have responsibility for recording any interests through the electronic Scottish Government system.

Agenda Item 1 - Minutes of previous meeting, Action point tracker and matters arising

2. The minutes of the meeting on 21 November were agreed subject to a change in paragraph 6 about the targets and benchmarking for future Franchise agreements.

A revised set of minutes has been circulated.

3. Malcolm Reed confirmed to the Board that Guy Houston had resigned from his position as Director of Finance and Corporate Services.

Agenda Item 2 – EGIP Presentation and Discussion- TSDB(08)44 and 45

4. Malcolm Reed welcomed Steve Montgomery, Ron McAulay, Jerry Farquarson and Jeff Cook to the Board meeting. This was the first time the Board had invited external partners to attend a meeting and this was in recognition of the fact that the EGIP project was of such strategic importance and the partnership working between the organisations was to be commended and continued in the future.

5. The Board noted that, since September 2007, a tri-partite programme team of First ScotRail (FSR), Transport Scotland (TS) and Network Rail (NR) had worked to refine the scope of the Programme required to deliver the vision and specific outputs on EGIP. This team had processed the EGIP baseline scope from 76 potential projects, in February 2008, to 25 projects that were progressed to GRIP Stage 2, to the current 19 project packages to be taken forward into GRIP Stage 3. Three EGIP projects are already working through GRIP Stage 3.

6. The Board also noted that FSR produced a Timetabling Modelling Report on 21 November 2008. This report analysed the contribution made by each of the projects on the stipulated high level outputs. This timetabling work would now be further examined to ensure that the best solution was taken forward. Ron McAulay asked how long this would take and if it would impact on the timescale for delivering the rest of the programme. Bill Reeve informed the Board that this should take no longer than 3 months and would not affect the rest of the programme as it could be realigned if necessary.

7. The Board discussed the Gogar station and the issues surrounding the link bridge. Ron McAulay outlined the different partners and their responsibilities.

8. The original quoted range for EGIP was £0.5 - £1.05 billion, at Q3 2007. The

current estimate for EGIP, at GRIP Stage 2, is £885 million at Q3 2008. This sits within the aforementioned quoted cost range for EGIP. Total outturn costs are £1.16 billion. This includes all fees, indexation (using BCIS cost indices related to project completion dates) and Optimism Bias (OB) at 40%. Given that the baseline scope is established, it is intended to compare the EGIP scope with Network Rail's renewals programme to realise synergy between the programmes. Iain Docherty and Jacqueline Redmond asked if this was the first time that the board had been asked to approve expenditure and if it was within the remit to do so. As the board had previously agreed to consider this decision, all members of the IDM were present and Malcolm Reed was the Accountable Officer, there was no issue with the board approving this. The Board subsequently authorised the expenditure of £7.97m to complete the next stage, GRIP 3 on EGIP.

The Board thanked their guests for attending the meeting.

Agenda Item 3 – Staff Conference - TSDB(08)43

9. The Board discussed paper TSDB(08)43 and agreed to hold a further conference in 2009. The Board noted the venue options and asked that the team consider public sector venues before a final decision on location is taken. **(Action – Lucy Adamson to ensure team take this forward and report back to the board by the February meeting).**

Agenda Item 4 – Business Plan 2009-10 - TSDB(08)46

10. The Board noted the content of paper TSDB(08)46 and agreed that the business plan should be delivered by April 2009 with a final draft to go before the March Board for sign off. **(Action – Richard Scott to ensure that the final plan is with PS/Transport Scotland before the March board. Directors to ensure contributions are with Richard in sufficient time and in the requested format).** Richard Scott informed the Board that a 6 month review leaflet would be produced and would then be used as the basis for the annual report. The Board agreed that this was a sensible way forward.

Agenda Item 5 – Road Maintenance

11. Jim Barton updated the Board on the current situation surrounding road maintenance. *Part of the record of discussion under this agenda item is considered exempt from publication at this time and has been redacted.*

Agenda item 6 – Board Pack

12. The Board noted the content of the Board Pack and received a verbal update on the progress on the M80 contract.

AOB

13. Malcolm Reed informed the Board of his retiral in early 2009. This would probably be effective from February 2009 but was still to be confirmed with SG. Interim arrangements had not yet been confirmed. A statement would be issued to staff later in the day and to press after that. The Board thanked Malcolm for his contribution to the organisation over the last 3 years and wished him well for the future.

PS/Transport Scotland
December 2008