



TSDB (09)02 Conclusions

## TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING

MINUTES OF MEETING HELD IN BUCHANAN HOUSE, GLASGOW  
AT 09:30 20 FEBRUARY 2009

Present:	David Middleton (Chair)	Chief Executive
	Bill Reeve	Director of Rail Delivery
	Ainslie McLaughlin	Director of MTRIPS
	Jim Barton	Director of TRNMD
	Richard Scott	Director of Business Improvement
	Iain Docherty	Non- Executive Director
	Jacqueline Redmond	Non- Executive Director
	Frances Duffy	Director of Strategy and Investment
	Gillian McCole	PS/Transport Scotland

### **Agenda Item 1- Declarations of Interest**

1. There were no declarations of interest.

### **Agenda Item 2 - Minutes of previous meeting**

2. It was agreed that the revised minutes of the meeting on 22 December would be circulated to the Board for information. The minutes of the meeting on 16 January were approved subject to change to agenda item 8. A revised set of minutes will be circulated to the Board for information.

### **Agenda Item 3 – Action point tracker and matters arising**

3. David Middleton expressed his thanks to Malcolm Reed for all his previous work within Transport Scotland. Many personal tributes have been received which confirm he was held in high regard by all external stakeholders.

4. Transport Centre of Excellence action point was discussed and it was agreed that Richard Scott would ensure that a paper was submitted for the April Board. (**Action – Richard Scott to ensure that paper is submitted to PS/Transport Scotland in advance of the April meeting**).

5. David Middleton and Richard undertook to discuss the “Board Performance” paper and report to the Board if necessary. (**Action – David Middleton and Richard Scott to discuss Board performance Paper**).

6. Frances Duffy updated the Board on the transport commitments in relation to the Commonwealth Games. A paper was circulated for information. Frances informed the Board that she attends the Steering Group on behalf of Transport Scotland and that we are represented on various sub groups. The primary transport elements of importance in this respect are GARL, M74 and integrated ticketing. The Board requested 3 monthly updates on the commonwealth games transport initiatives. (**Action – Frances Duffy to provide papers for the May, August, and November 2009 Board meetings**).

7. The Board also noted that Jim Barton would be bringing a paper on Smartcards to the March Board. (**Action – Jim Barton to ensure paper is with PS/TS by 13 March**).

8. Richard Scott informed the Board that the annual report was progressing and we were further ahead than at this point last year. The report should now be published by August but the Board noted that this was tied to the final sign off of the Annual Accounts by Audit Scotland.

#### **Agenda Item 4 – AN ANALYSIS OF THE NETWORK RAIL REGULATORY ASSET BASE (RAB) AND ITS USE BY TRANSPORT SCOTLAND – TSDB(09)06**

9. Steven McMahon introduced paper TSDB(09)06 which provided the Board with additional supporting information on the rationale for and use of funding through the Network Rail Regulatory Asset Base (RAB). The Board noted the analysis and conclusions which reaffirmed the underlying rationale for the approval provided in

January to open discussions with Network Rail on further RAB funding, in particular the restrictions on the use of RAB funding. It was agreed that each case would continue to be considered on the merits of the individual business case and that we need to ensure that Ministers are fully aware of the risks and limitations of using RAB funding. The Board also questioned the description of Network Rail in Para 31 and Steve McMahon undertook to clarify this. **(Action – Steven McMahon to clarify description of Network Rail).**

10. The Board also noted that a paper will be submitted to the March 2009 Board on the application of the RAB on the Rail Delivery portfolio. **(Action – Bill Reeve/Steven McMahon to ensure paper is with PS/TS no later than 13 March).**

#### **Agenda Item 5 – Transport Scotland Corporate and Directorate Business Planning 2009-10 - TSDB(09)07**

11. Jim Berryman attended for this item. Richard Scott introduced paper TSDB(09)07 seeking the Board's views on the initial draft Corporate and Directorate Business Plans as the final versions will need to be approved by the Board on 20 March prior to submitting to the Minister for approval. ( Action – Richard Scott to ensure that the final versions are submitted to PS/TS no later than 13 March).

#### **Agenda Item 6 - Board Pack**

12. Jim Berryman attended for this item. Richard Scott introduced the Board Pack and the Board discussed the items highlighted under the “progress since January Board” section. Agency Administration costs would now be brought to the Board on a monthly basis and all future HR statistics will include the number of vacancies in the Agency. The Board noted the current position surrounding the recent fatality on the M8 and with Edinburgh Trams ( and that a ministerial submission would be issued on 20 February).

#### **Agenda Item 7 - AOB**

The Board agreed that the May meeting would be held at the M74 site and that the August meeting would be in the Edinburgh area. The August meeting would be an

away day including visits to Haymarket Station, Gogar interchange/Trams and the West Edinburgh Planning Framework. ( Action – PS/TS to trawl Directors for suggestions and provide a draft programme for discussion at the April Board).

PS/Transport Scotland  
February 2009