



TSDB (09)5th Conclusions

TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING

MINUTES OF MEETING HELD at M74 SITE OFFICE, GLASGOW
AT 09:30 19 JUNE 2009

Present:	David Middleton (Chair)	Chief Executive
	Bill Reeve	Director of Rail Delivery
	Ainslie McLaughlin	Director of MTRIPS
	Richard Scott	Director of BICS
	Frances Duffy	Director of Strategy and Investment
	Iain Docherty	Non- Executive Director
	Jacqueline Redmond	Non- Executive Director
	Graham Edmond	TRNM
	Stephen Orr	Business Improvement
Apologies:	Jim Barton	Director of TRNM

Agenda Item 1- Declarations of Interest

1. There were no declarations of interest.

Agenda Item 2 - Minutes of previous meeting, Action point tracker and matters arising

2. The minutes from the previous meeting were agreed. It was agreed that when changes have been requested to the previous minutes, then the revised minutes should be circulated to all members.
3. It had been suggested at a previous meeting that the Board might visit the Gogar interchange, Edinburgh. This would be considered further.

Agenda Item 3 – Centre of Excellence – Rail Delivery’s Quality Management System

4. Richard Scott and Bill Reeve presented paper TSDB(09)21 setting out

progress on introducing a quality management system within Rail Delivery and seeking views on ISO certification and rolling out the system across the rest of Transport Scotland. It was agreed that a decision on whether Rail Delivery should seek ISO 9001 certification for the system should be deferred until the end of the financial year. It was also agreed that the system had clearly benefited business processes in Rail Delivery and that selected processes should therefore be rolled out to other areas of Transport Scotland.

Agenda Item 4 – Transport Scotland Annual Report

5. Richard Scott presented paper (TSDB(09)22) which contained the latest draft of the 2008/09 annual report. Richard was grateful to Directors and their teams and to Jacqueline for their comments. A number of points were made which will be taken on board. **(Action – Directors to send any further comments / changes to Richard by 26 June.)** The final version of the report will be submitted to the August Board meeting before being sent to Ministers. Proposed publication date was 18 September.

Agenda Item 5 – First Scotrail Franchise – bi annual board update

6. Bill Reeve presented paper TSDB(09)23 giving an update on the ScotRail Franchise, focusing primarily on the financial aspects. The Board noted the paper.

Agenda item 6 - RAB Financing

7. Bill Reeve presented paper TSDB(09)24. At a meeting with the Office of Rail Regulation (ORR), it had been agreed in principle that Network Rail expenditure on the portfolio of Scottish rail projects could be 100% RAB funded. The Board noted this and agreed that if any proportion other than 100% RAB funding is to be sought then this should be done depending on the business case for the project. It was also agreed that Bill, as Director of Rail Delivery, could use RAB or cash funding in the current financial year for current projects.

Agenda Item 7 – Road Maintenance – bi annual board update

8. Graham Edmond presented paper TSDM(09)25 which set out an update on the trunk road and bridges maintenance and minor improvements programme for 2008/09 and 2009/10. The Board noted the paper.

Agenda item 8 – Board Pack

9. The Board noted the contents of the Board pack.

Agenda Item 9 - AOB

Nil

June 2009