



TSDB (08)10th Conclusions

TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING

MINUTES OF MEETING HELD IN NORTH WEST CASTLE HOTEL, STRANRAER,
AT 15:30 ON THURSDAY 16 OCTOBER 2008

Present:	Malcolm Reed (Chair)	Chief Executive
	Bill Reeve	Director of Rail Delivery
	Guy Houston	Director of F&CS
	Frances Duffy	Director of Strategy and Investment
	Jim Barton	Director of TRNMD
	Iain Docherty	Non- Executive Director
	Jacqueline Redmond	Non- Executive Director
Apologies:	Ainslie McLaughlin (Director of MTRIPS
	attended dinner and day 2	
	of visit)	

Agenda Item 1 – Minutes of Previous Meeting, Action Point Tracker and Matters Arising

1. Malcolm Reed welcomed the Board to Stranraer. The minutes of the last meeting were agreed. The action point tracker was discussed and an updated version is attached to these minutes for reference.

2. Jim Barton gave an update on RAMP and informed the board that Atkins had undertaken an analysis on the questions asked and a workshop would be held in the week commencing 20 October to test these. A further update will be provided to the Board at the November Board meeting. **(Action – Jim Barton to update the Board at the November meeting).**

3. The Board also received an update from Jim Barton on landslips. This had not been progressed due to the work associated with launching the publication of the

landslide and road impact from climate change studies. Jim informed the Board that he had written to Ian Walford, Head of Civil Contingencies, explaining the studies and where high risk areas are and that we would be happy to present the information to enable his team to take action as necessary as a result of these findings.

4. The legal position is also being investigated by Jim Barton and the Board will receive an update on this at the November meeting. **(Action – Jim Barton to update the Board at the November meeting).**

5. The Board suggested that Jim Barton should speak to Angiolina Foster and offer to present this information to Strategic Board. **(Action - Jim Barton to discuss with Angiolina Foster and report back to Board).**

6. As a result of missing the target date on the legal issues, Jacqueline Redmond raised the apparent continual lack of support from central services and whether more work was required. Although action to secure legal advice on a permanent basis is progressing, the Board agreed to look at this again next month if the revised target was not met.

Agenda Item 4 – Audit Committee Report.

7. Jacqueline Redmond presented this paper to the Board and made particular reference to the successful concessionary fares review. Bill Reeve agreed to supply a paper on lessons learned on SAK to the Audit Committee and will be invited to discuss this at a future Audit Committee meeting. **(Action – Bill Reeve to supply a paper on lessons learned on SAK to the Audit Committee and attend a future meeting to discuss this topic).**

Agenda item 5 – Rail Improvements in South West Scotland

8. Bill Reeve presented this item and the Board noted the contents in relation to the journey to the meeting and visit programme being undertaken in the South West area. The Board also expressed the need for comparative data for roads on the A76 in order to provide further guidance on the proposed improvements to rail journeys in

the area. Jim Barton agreed to provide this traffic data to Rail Delivery. Frances Duffy agreed to provide data in the annex from STPR to Rail Delivery. (Action – Jim Barton and Frances Duffy to provide traffic information to Rail Delivery). The Board noted the need to speak offline with Swestrans on whether there is a need to work jointly on public transport connections to the ferry terminals in the area. The remit for this work should cover station stops, timetable evidence, including road and S&I interests. Bill Reeve to lead on this and Malcolm Reed to discuss with Swestrans. **(Action – Jim Barton and Frances Duffy to provide traffic information to Rail Delivery). (Action- Malcolm Reed to discuss with Swestrans and Bill Reeve to take the remit etc forward).**

Agenda Item 6 – Transport Scotland Executive Board Pack

9. The Board noted their concerns over the difficult financial position faced by Transport Scotland caused by the advice given on M74 budget cover being subsequently withdrawn by Ministers. The Board will have a further discussion on estimating and forecasting at a future meeting.

AOB

10. The Board agreed to discuss the latest issues on the M80 over dinner once Ainslie McLaughlin arrived and provided the latest update.

11. Guy Houston presented the risk register for October 2008 and a draft copy of a proposed Risk Strategy. All directors were asked to review both documents prior to the next meeting and bring forward updates and improvements in order to have a fuller discussion on both documents at the next meeting. **(Action: All directors to input into the draft copy of the risk strategy before the next meeting and update the risk register in their areas of responsibilities)**

12. The Board noted that Richard Scott will become a Transport Scotland Director in due course.

M80 - Post meeting note

GH & AM updated the Board on the current position. A paper on 9th October 2008 had been sent to Ministers outlining that the project was moving towards contract award and outlined the latest position in respect of Value for Money & affordability. A follow up meeting took place with Ministers to discuss the contents on 14th October 2008. No decision was taken at the meeting on whether to proceed with the project and Cabinet Secretary had asked for further advice. The Board would be updated at the next meeting. **(Action: GH & AM to update the board on progress at the next meeting)**

PS/Transport Scotland.
October 2008