



## **TSDB (10)2nd Conclusions**

### **TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING 8W02 Buchanan House 22 March 2010 14:00-16:30**

<b>Present:</b>	David Middleton (Chair)	Chief Executive
	Bill Reeve	Director of Rail Delivery
	Jim Barton	Director of TRNMD & CFITU
	Richard Scott	Director of Business Improvement
	Sharon Fairweather	Director of Finance
	Ainslie McLaughlin	Director of MTRIPS
	Jacqueline Redmond	Non- Executive Director
	Iain Docherty	Non- Executive Director
	Gillian McCole	PS/Transport Scotland
	Lucy Adamson	TS Communications
<b>Apologies</b>	Frances Duffy	Director of Strategy and Investment

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

1. No declarations of interest were made.

#### **Agenda Item 2 - Minutes of previous meeting, action point tracker and matters arising**

2. The minutes of the meeting on 1 February were agreed. The action point tracker was discussed and it was noted that all actions were completed with the exception of the discussion on the overview of rail which would be an agenda item for discussion at the April meeting.

#### **Agenda Item 3 – Summary Progress Report of key issues**

3. The Board noted that 5 consortia had submitted PQQ's for the Borders

Railway project, that the Forth Replacement Crossing Bill was progressing well through Parliament, that the AWPR had received Parliamentary approval and that the RMT dispute had featured in Parliament and in the media.

#### **Agenda Item 4 – Communications Grid**

4. The Comms grid was discussed and the Board noted the upcoming events.

#### **Agenda Item 5 - Corporate Risk Register**

5. The Board discussed and noted the Corporate Risk Register which had not changed since the previous meeting in February. It was also noted that the Risk Committee, chaired by Jacqueline Redmond, would meet on 23 March and that any changes as a result of considerations at this meeting would be fed into the Corporate Risk register and discussed at the April meeting.

#### **Agenda Item 6 – Operational Statistics Monthly Analysis**

7. The Board discussed the January performance stats and noted that there had been a fall in performance across both PQ's and MCS cases. It was agreed that there should be a concerted effort to ensure we meet our 100% target on these. Performance on CE correspondence had also fallen and Action Officers should be reminded of the importance of meeting timescales.

#### **Agenda Item 7 – HR Stats**

6. HR statistics were discussed and the Board agreed to consider the content of the report and inform Richard Scott if any changes required to be made.

#### **Agenda Item 8 – Finance Report**

8. The Board noted the contents of the Finance report.

#### **Agenda Item 9 – Smart and Integrated Ticketing – TSDB(10)02**

9. Jackie McAllister presented paper TSDB(10)02 to the Board. The paper provided the Board with an overview on the scope, progress and sensitivities surrounding smart and integrated ticketing. The Board noted that this was a complicated project and the various aspects of work that were under consideration. In addition it was noted that there was a risk workshop at the end of March and a senior representative from Rail Delivery was asked to attend this. **(Action – Bill Reeve to consider if he can attend or provide a suitable deputy).**

#### **Agenda Item 10 – Managed Road Space**

7. This was one of the areas identified in December 2009 by the Board as topics for strategic discussion. Jim Barton outlined the current thinking within TS on this issue in the light of the various pieces of work being undertaken by DFT and Highways Agency in England. The Board noted that several TS project had enhanced technology specifications built in to allow future consideration of these issues. General issues around ramp metering and bus lanes were also discussed and the Board noted that there was a balance to be struck between modal shift and increasing capacity by using these new technologies.

#### **Agenda Item 11 – Commonwealth Games Update – TSDB(10)03**

8. Frances Duffy had submitted paper TSDB(10)03 providing an update on the current transport commitments in relation to the Commonwealth Games. A general discussion took place on the various elements and the Board noted the contents of the paper.

#### **AOB**

9. David Middleton updated the Board on the current status of the Shaping Up review. The Board noted that the June meeting would be held at the M74 site offices and the August meeting would be at the M80 site offices.

