



## **TSDB (10)5th Conclusions**

### **TRANSPORT SCOTLAND DIRECTORS' BOARD MEETING M74 site offices, Glasgow 28 June 2010 14:00-16:30**

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

#### **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 17 May were agreed. It was noted that all actions were completed and there was no action tracker this month.

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

3. The Board noted the summary report and discussed the progress made in respect of the issuing of invitation to tender on Borders Rail Project, FRC continuing through its Parliamentary stages, the forthcoming Comprehensive Spending Review and the potential consequences for transport budgets.

4. It was noted that that TS officials were due to meet Eurorap to discuss road safety issues and the Board requested feedback after these had taken place. **(Action: Jim Barton to provide short note to Board Members after discussions have taken place).**

#### **Agenda Item 4 – Corporate Risk Register**

5. Richard Scott informed the Board that the risk committee had conducted its last meeting by teleconference (with Jacqueline Redmond participating from the Netherlands) and that updates had been requested after comparisons of all TS risk registers. This will enable a revised SMART targeted risk register to be considered by the Board at the August meeting.

#### **Agenda Item 5 – HR Stats**

6. Richard Scott outlined the information in the HR stats and the Board noted that there had been a marginal improvement in sickness absence compared with last reporting year.

#### **Agenda Item 6 – Carbon Management Implementation Plan ( TSDB(10)08)**

7. Stephen Thomson presented paper TSDB(10)08 which updated the Board on the current position with the Carbon Management System Implementation plan ( CMS). It was noted that the CMS combined a carbon calculator with a project design tool and aligns with the high priority climate change activity across the Scottish Government. It is being used in Transport Scotland in all new projects. This will give us the data and evidence to calculate Transport Scotland's operational and project carbon footprint and support carbon reduction optimisation in design decision making. Officials have discussed the CMS with Highways Agency and various

contactors who are supportive of the methodology and confident that it can be embedded within all future contracts.

**Agenda item 7 – First ScotRail Passenger Franchise Report ( TSDB(10)07**

8. David Binnie and Agnes McKeever presented paper TSDB(10)07 which provided the Board with its bi-annual report on the financial aspects of the FirstScotRail franchise. The Board discussed the commercially sensitive data contained in the report and presentation and noted that the Franchise was continuing to perform well and that TS were continuing to monitor performance in accordance with the Franchise agreement. The Board requested a brief verbal update on the situation in 6 months at its December meeting. **(Action – Bill Reeve and David Binnie to provide verbal update at the December meeting).**

9. The Board then undertook a tour of the M74 site to view the impressive progress since its last visit in 2009.

PS/Transport Scotland  
June 2010