

Minute of Meeting held in the  
HITRANS office, Dalcross on  
Friday 6 October 2006 at  
9.30am.

## PRESENT

Mr Charlie King (Chairman) – Highland Council  
Mr Robert Sclater (Vice Chairman) – Orkney Islands Council  
Mr Duncan MacIntyre – Argyll and Bute Council  
Mrs Roma Hossack – Moray Council  
Mr Donald Manford – Comhairle nan Eilean Siar  
Mr Wilson Metcalf  
Mr Donald MacNeill  
Miss Louise Smith

## IN ATTENDANCE

Mr Murdo Gray – Comhairle nan Eilean Siar  
Mr Dave Duthie – Argyll and Bute Council  
Mr Sandy Ritchie – Moray Council  
Mr Jeremy Baster – Orkney Islands Council  
Mr Sam MacNaughton – Highland Council  
Mr David Summers – HIPTF  
Mr Frank Roach – Highland Rail Partnership  
Mr Douglas Forson, Scottish Executive  
Mr Howard Brindley – HITRANS  
Mr Andrew Capes - HITRANS  
Ms Naomi Coleman - SDG

## APOLOGIES

Mr Mike Mitchell – Highland Council  
Mr Ranald Robertson – HITRANS

## MINUTES

Highlands and  
Islands Transport  
Partnership

- 1 The Minute of Meeting of 1 September 2006 was **approved** with the following amendment:
- Include Ms Naomi Coleman as being in attendance.

## FINANCE

Revenue Budget  
2006/7

- 2 Mr Howard Brindley submitted a Report indicating that the Scottish Executive had allocated funding to Regional Transport Partnerships for 2006/07 to allow feasibility work for future capital projects to be undertaken. The Report stated that the allocation for HITRANS was £130K and the report detailed studies which had been suggested by the Permanent Advisers and which could be completed by March 2007.

### It was agreed:

- (1) to proceed with the studies detailed in the Report with the exception of items 6, 9 and 11. Items 1 to 5 would be led by Argyll and Bute Council, Item 7 would be led by Comhairle nan Eilean Siar, Item 8 would be led by Highland Council and Item 10 would be undertaken as an extension to the existing Scott Wilson Contract for the Invernet 2; and
- (2) that Mr Howard Brindley would liaise with Transport Scotland in relation to the A9 EALI Study.

## CAPITAL PROJECTS

Capital Programme 2006/07 3 Mr Ranald Robertson submitted a Report in relation to HITRANS Capital Programme 2006/07. The Report highlighted progress with the capital projects and detailed the status of each project within the Public Transport Network Development Programme. The Report stated there was currently £23,165 to be allocated. Members were informed of additional costs which were incurred in respect of the Argyll Air Services Project in order to reinstate roads to an acceptable standard.

### It was agreed that:

- (1) Mr Murdo Gray would confirm the latest position in respect the allocation to Comhairle nan Eilean Siar for the purchase of a low floor bus;
- (2) Mr Howard Brindley would request that the National Trust submit their claim in respect of Canna Ferry Terminal;
- (3) Mr Ranald Robertson would provide an update on the Programme to the November meeting;
- (4) design works for the Hatston Terminal extension from the unallocated funds in the 2006/07 Capital Programme; and
- (5) a further allocation of £100k would be made to the Argyll Air Services Project in light of the increased reconstruction costs for roads on Coll with the Project being allocated any additional funding in 2006/07 arising from slippage or underspends.

Capital Programme 2007/08 4 Mr Howard Brindley provided an update on the Capital Programme 2007/08. Mr Brindley indicated that approximately £3.5M would be available for Public Transport Capital Projects. It was suggested that £1.35M be allocated to Public Transport Projects which would leave £1.5M uncommitted expenditure. Mr Brindley detailed potential projects which could be included in the following year's Capital Programme.

### It was agreed that:

- (1) Mr Ranald Robertson would submit a Report to the next meeting in relation to the HITRANS Capital Programme 2007/08; and
- (2) Commitments to contribute Hatston Terminal Building Extension, Oban to Connel Cycle Path and Portree Harbour Improvements would be included in the Capital Programme 2007/08.

## FERRY SERVICES

Ferry Users Consultation Procedures 5 Mr Howard Brindley updated members on the current position in relation to Ferry Users Consultation Procedures. Mr Brindley indicated that broad agreement had been reached with the Chairs of the Regional Transport Partnerships that the Tier 1 consultation level would involve communities and operators who would decide on membership. Tier 2 membership would be decided by the Regional Transport Partnerships and would report directly to the Minister.

**It was agreed that Mr Howard Brindley would submit a Report to the December meeting in relation to the Ferry Users Consultation Procedures.**

## REGIONAL TRANSPORT STRATEGY

Transport Network Hierarchy – Programme of Interventions 6 With reference to item 9 of the Minute of Meeting of 1 September 2006 Ms Naomi Coleman submitted a Report detailing the options for prioritisation of the Transport Network in the Highlands and Islands. Members offered their comments on the draft Report.

**It was agreed that Naomi Coleman would amend the Transport Network Options Prioritisation Document, taking on board the comments of members, and that the document would be presented to the Stakeholders Workshop on 13 October 2006.**

Horizontal Themes – 7  
Key Issues and  
Options

With reference to item 10 of the Minute of Meeting of 1 September 2006 Ms Naomi Coleman submitted a Report identifying the horizontal themes within the Regional Transport Strategy. The key issues within the draft Report were highlighted.

**It was agreed that:**

- (1) **Naomi Coleman would update the horizontal themes within the Regional Transport Strategy document and re-circulate to Permanent Advisors for their comments prior to circulating the document to stakeholders at the Workshop on 30 October 2006; and**
- (2) **a Report on the output from the Stakeholders Workshop be submitted to the November meeting**

Stakeholders 8  
Workshop -  
Programme

Mr Howard Brindley submitted a draft programme for the Stakeholders Workshop being held on Friday 13 October 2006. Stakeholders had been invited to the Workshop to discuss the programme of interventions proposed for the network hierarchy and the horizontal measures within the Regional Transport Strategy. Mr Brindley circulated details of attendees at the workshop. Members expressed disappointment that Health Boards throughout the Highlands had not appointed representatives to attend the Workshop.

**It was agreed to note the Report.**

Contents of Strategy 9  
Report

Mr Howard Brindley submitted a Report detailing the contents of the Regional Transport Strategy Report which would be presented to the public in November following the Stakeholder Workshop.

**It was agreed to approve the contents of the Regional Transport Strategy as detailed in the Report.**

Possible Functions 10  
to be Delivered by  
HITRANS

It was **agreed** to defer consideration of this item until the December meeting of the Partnership.

#### **TRAVEL PLANS**

Liftshare – Car 11  
Sharing Scheme for  
the Highlands and  
Islands

Mr Andrew Capes submitted a Report updating Members on the proposed HITRANS branded portal linked to Liftshare.com. The Liftshare database offered a free basic service to any individual to post information about their journeys to enable them to find other users with whom they could share journeys, either by travelling in the same car or taxi or by walking, cycling or using public transport together. The Report indicated there were already some 600 registered users of the National Liftshare Network located in the HITRANS region.

**It was agreed that a further Report on the potential for a pilot Liftshare project and incorporating alternative travel plan options, would be submitted to the December meeting.**

#### **GENERAL**

AOCB 12

Members were informed that HITRANS had been asked to join the Wellbeing Alliance (Community Planning Partnership) for the Highland Council area.

**It was agreed that HITRANS would be represented at officer level on the Wellbeing Alliance for the Highland Council area.**

## Tributes

Members were informed that Naomi Coleman would be leaving Steer Davies Gleave to take up to the post of Head of Transport with Orkney Islands Council. The Chairman, on behalf of members thanked Ms Coleman for her assistance in the development of the Regional Transport Strategy and wished her well in her new post.

Members were further information that Mr Iain Kernohan would be taking up a new position within the Scottish Executive. The Chairman, on behalf of members thanked Mr Kernohan for his assistance in the development of HITRANS and wished him well in his new post.