



THE HIGHLANDS AND ISLANDS STRATEGIC TRANSPORT PARTNERSHIP

Minute of Meeting held in the
HITRANS Office, Inverness
on Friday 3 August 2007 at
10.30am.

PRESENT	Mr Duncan Macintyre (Chairman) – Argyll and Bute Council Mr John Laing (Vice-Chairman) – Highland Council Mr James Foubister – Orkney Islands Council Mr George McIntyre – Moray Council Mr Donald J Macsween – Comhairle nan Eilean Siar Miss Louise Smith Mr Donald MacNeill Mr Wilson Metcalfe
IN ATTENDANCE	Mr John Semple – Argyll and Bute Council (Substitute Member) Mr Roy Pedersen – Highland Council (Substitute Member) Mr Mike Mitchell – Highland Council Mr Sam MacNaughton – Highland Council Mr George Harper – Argyll and Bute Council Ms Naomi Coleman – Orkney Islands Council Mr Murdo Gray – Comhairle nan Eilean Siar Mr Gordon Holland – Moray Council Mr David Summers – HIPTF Mr Iain Duff - SCDI Mr Dave Duthie – HITRANS Mr Howard Brindley – HITRANS Mr Ranald Robertson - HITRANS Mr Andrew Capes – HITRANS Mr Derek Mackay – Comhairle nan Eilean Siar Mr Douglas Forson – Scottish Executive Miss Diane Maclafferty – Scottish Executive Mr Alasdair Mitchell – Scottish Executive
APOLOGIES	Mr Donald Manford – Comhairle nan Eilean Siar Mr Frank Roach – Highland Rail Partnership Mr Blair Fletcher – Argyll and Bute Council

MINUTES

HITRANS	1	The Minute of Meeting of 22 June 2007 was approved with the inclusion of Mr Roy Pedersen in the list of those in attendance.
Matters Arising	2	Mr Dave Duthie informed members that HITRANS had participated in Transport Scotland's Review of the STAG Process. Mr Dave Duthie further indicated that a meeting had been requested with the Transport Minister and the recent loss of the Benbecula-Inverness air link would be one of the issues discussed.

It was agreed that the Partnership Director would arrange for Highland Airways to give a presentation to members on their air service.

GENERAL

Annual Report 3 The Partnership Co-ordinator submitted the HITRANS Annual Report for the 2006/07 year. The Annual Report stated that HITRANS work had been dominated by the Regional Transport Strategy which had been submitted to the Minister at the end of March 2007. The Report further highlighted the continued programme of studies and research together with progress on the delivery of the Capital Programme.

It was agreed to approve the Annual Report for 2006/07.

Regional Transport Strategy – Progress Report 4 The Partnership Director submitted a Report in relation to the Regional Transport Strategy. The draft strategy had been submitted to the Transport Minister in March 2007. The Scottish Executive were currently considering the contents of the Strategy to provide advice to the Minister in order to inform his response. In parallel with the process Steer Davis Gleave were continuing to work on progressing the linked environmental considerations and the further development of a monitoring framework for the Strategy. The Report stated that discussions had taken place with SNH and SEPA as part of a wider ongoing dialogue on the environmental impacts of the HITRANS Regional Transport Strategy. It was anticipated that the Scottish Executive would not be in a position to confirm spending commitments relative to Regional Transport Strategies until the completion of the Strategic Spending Review.

It was agreed to note the Report.

Meeting of Regional Transport Partnership Chairs 5 The Partnership Director submitted a Report detailing the outcome of discussions at the meeting of Chairs of Regional Transport Partnerships which had taken place on 28 June 2007. The specific issues raised with interest to HITRANS included the role of RTP's in Public Transport Funding, Regional Transport Strategy progress and the ongoing review of SP17. It had been agreed to develop position papers on a number of transportation areas and HITRANS would be drafting the papers on ferry services and coastal shipping in reflection of the critical significance of these activities to the Partnership area. The Report stated that, in conjunction with HIE, Reference Consulting had been appointed to prepare the papers on behalf of the Partnership.

It was agreed to:

- (1) to note the Report; and**
- (2) that the Partnership Director would circulate the draft position papers to Members and Permanent Advisors.**

Broadford Airport 6 The Partnership Director submitted a Report in relation to proposals to develop an air service flying from Broadford Airport. The Report stated that the aspiration for air services from Skye was included within the Regional Transport Strategy and the proposed delivery plan had identified the development of Skye airport in the medium term 2013/17. The Report further stated that Mott Macdonald had been commissioned to develop options and costings for operating a scheduled service from Broadford and two development options had emerged which required to be discussed in detail with the Civil Aviation Authority.

It was agreed:

- (1) that Mott Macdonald's commission would be extended, up to a ceiling of £5K, to assist with preparatory work for the meeting with the Civil Aviation Authority; and**
- (2) that a report would be submitted to a future meeting in relation to the development of options and identifying the optimum destination for a Skye air service.**

Unaudited Accounts 2006/07 7 The Partnership Treasurer submitted a Report detailing the annual statement of accounts for the 2006/07 financial year.

It was agreed to note the Report.

Revenue Budget Monitoring 8 The Partnership Treasurer submitted a Report detailing the revenue monitoring position up to 30 June 2007. The Report stated that transactions were in line with management expectations. The budgets allocated for staff travelling and subsistence and publicity were insufficient and it was proposed to increase these by £10K and £5K respectively with the increase in these budgets being met by transferring £15K from the Directors budget.

It was agreed:

- (1) to note the revenue monitoring position for up to 30 June 2007; and**
- (2) to approve the virement of £15K, as detailed in the Report.**

Capital Programme 2007/08 9 The Partnership Programme Manager updated members on delivery of the Partnerships 2007/08 Capital Programme. The Report highlighted the list of projects being delivered through the public transport network programme. The Report stated work was ongoing in developing a reserve bank of projects which could be implemented should slippage occur within the Capital Programme.

It was agreed:

- (1) to note the Report;**
- (2) to approve the development of a reserve bank of projects up to the value of £350K and report back to the October 2007 meeting; and**
- (3) that the Programme Manager would work with local authorities to ensure the Capital Programme was delivered in full.**

Progress on Ongoing Studies 10 Members were informed of progress with various ongoing studies. The Aberdeen-Inverness Corridor Study was currently available only in draft and agreement was being sought from study partners. Transport Scotland would be doing a presentation to Moray Council on Fochabers Bypass HITRANS would be represented at the meeting. The Perth-Inverness Corridor Economic Study was currently awaiting input from Transport Scotland and it was hoped to finalise the study shortly.

Updates were provided in relation to the Active Travel Study, Local Significant Roads Study and the Public Transport Study.

It was agreed to note the Reports.

Arising from consideration of this item it was agreed:

- (1) that the Chairman would write to the Transport Minister asking that HITRANS be included on the client group examining the benefits of the Air Discount Scheme; and**
- (2) that the Chairman would write to the Minister asking that the Scottish Executive participate in a Ferry "Summit" to be held during October 2007.**

PUBLIC TRANSPORT

Rail 11 The Partnership's Rail Advisor submitted a Report detailing progress with the review of services north of Inverness and the High Level Output Statement. The Report highlighted proposed timetable improvements and indicated that, if the case was accepted by Transport Scotland, recruitment could commence in Autumn 2007 with a view to a December 2008 start on the far north line improvements.

It was agreed to note the Report.

- 12 A letter from Mrs Roma Hossack, former Board Member from Moray Council was read and **noted**.

It was **agreed** that the Partnership Director would book a table for HITRANS members at the Scottish Transport Awards being held on 29 October 2007.

Members welcomed the recent announcement by Highlands and Islands Airports Limited on proposals for developing Inverness airport. It was **agreed** that the Chairman would write to Mr Inglis Lyon requesting that HITRANS be kept informed of progress.

Members were informed that Mr Douglas Forson would circulate details for new members training which would be held on 27 September 2007.