

NOTICE OF MEETING

There will be a meeting of the Partnership at **The Royal Hotel, Ullapool** on **Friday 25 November 2016 at 09:00am**. There will be an informal meeting of the Partnership for a briefing at The Royal Hotel, Ullapool, on 24 November 2016 commencing at 5pm followed by pre-board dinner at 7:30pm.

AGENDA

APOLOGIES AND INTRODUCTIONS DECLARATIONS OF INTEREST

MINUTES

- 1 **Minute of Meeting of 16 September 2016**
- 2 **Minute of Meeting of 28 September 2016**
- 3 **Matters Arising**

FINANCE

- 4 **Revenue Budget Monitoring Report – 1 April 2015 to 31 October 2016**
Report by Partnership Treasurer
- 5 **Statement of Internal Control 2015/16 & Audit Matters Arising**
Report by Partnership Treasurer
- 6 **Review of Financial regulations and Contract Standing Orders**
Report by Partnership Treasurer

RESEARCH AND STRATEGY DELIVERY

- 7 **Research and Strategy Development Programme for 2016/17**
Report by Partnership Director
- 8 **Active Travel Update / Cycling Scotland Officer Proposal**
Report by Partnership Active Travel Officer
- 9 **Branchliner**
Report by Partnership Manager Frank Roach
- 10 **Skyefall Tram Train Option**
Report by Partnership Manager Frank Roach and Colin Howell, Highland Council
- 11 **Regional Transport Strategy Update**
Report by Partnership Manager Neil MacRae
- 12 **Cycle Training – West Highland Line and Sleepers**
Report by Partnership Manager Frank Roach
- 13 **Local Authority Ferry Services**
Report by Partnership Manager Neil MacRae
- 14 **Inverness Airport (Dalcross) Station Update**
Report by Partnership Manager Frank Roach
- 15 **Value of Transport**
Report by Partnership Manager Neil MacRae
- 16 **Points North**
Report by Partnership Manager Frank Roach

PARTNERSHIP

- 17 **Adopt an Intern**
Report by Partnership Director
- 18 **Risk Management: Risk Register Update – October / November 2016**
Report by Partnership Director

- 19 **Records Management Plan (RMP)**
Report by Partnership Director / Office Manager
- 20 **Draft Minute of Islands Transport Forum (ITF) Meeting 29 September 2016**
Report by Partnership Director
- 21 **Climate Change Duty**
Report by EU Project Officer

EUROPEAN

- 22 **Low Carbon Transport and Travel Pre Appraisal**
Report by Partnership Manager Neil MacRae
- 23 **SPARA 2020 Update**
Report by EU Project Officer