

Minute of Meeting held in the
Argyll Hotel, Inverary on Friday 13
April 2012 at 9.30 am.

PRESENT	Mr Duncan Macintyre (Chairman) - Argyll & Bute Council Mr John Laing - The Highland Council Mr Donald Manford – Comhairle nan Eilean Siar Mr George MacIntyre – Moray Council Mr Wilson Metcalfe Mr Jim Foubister – Orkney Island Council Mr Okain McLennan Professor David Gray
IN ATTENDANCE:	Mr Dave Duthie – Partnership Director Mr Ranald Robertson – Partnership Manager Mr Frank Roach – Partnership Manager Mr Sam MacNaughton – The Highland Council Mr Iain MacKinnon – Comhairle nan Eilean Siar Mr Gordon Holland – Moray Council Mr Mike Mitchell – Partnership Financial Manager Mr Robert Pollock - Argyll & Bute Council Mr Gavin Lawson - Comhairle nan Eilean Siar Mr David Summers - HITRANS, Transport Co-ordinating Officers Group
APOLOGIES	Ms Pip Farman – NHS Highland

MINUTE

Minute of Meeting of 3 February 2012	1	The Minute of Meeting of 3 February 2012 was approved . Prior to continuing with business Chair advised the meeting that Mr Ranald Robertson had submitted an additional report on the European Commission decision on the IAG acquisition of BMI. The Chair advised that he considered that this report be considered as an urgent item because of the significance of the Commission's decision and it was agreed to consider the report as item 15a.
Matters Arising	2	Mr Dave Duthie agreed to arrange a meeting between Council officers and the Air Ambulance Service and report back to the next meeting of the Partnership.

FINANCE

Revenue Budget Monitoring Report 1 April 2011 to 29 February 2012	3	The Partnership Treasurer submitted a Report detailing the revenue position for the period to 29 February 2012. The Report indicated that income and expenditure was broadly in line with the budget out-turn target and the statutory requirement upon HITRANS to deliver a balanced budget by the end of the financial year would be fulfilled based on the financial information to date. The meeting commended the Treasurer on the terms of the Financial Statement.
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It was agreed to note the Report

Annual Audit Plan 2011/12 4 Ms Margret Bruce of Audit Scotland spoke to the terms of the Report detailing the Annual Audit Plan 2011/12. The Report stated that the Audit had focused on the identification and assessment of the key challenges and risks facing the Partnership and achieving the business objectives. The Report summarised the specific governance and other risks which may affect the financial state of the Partnership and set out the audit work which Audit Scotland would undertake to reflect these.

The Chair thanked Ms Bruce for the terms and lay out of the report.

After discussion the report was agreed.

CONSULTATION

Draft Ferries Plan Consultation HITRANS Response 5 Mr Ranald Robertson submitted a Report detailing the response prepared on behalf of HITRANS to the Scottish Government's Draft Ferries Plan Consultation. The response to the consultation made strategic comments and recommendations of what HITRANS would like to see included in the final ferries plan.

It was agreed to

- (1) note the report; and**
- (2) approve the response submitted by HITRANS to the Draft Ferries Plan Consultation.**

Rail 2014 Franchise Consultation 6 Mr Frank Roach submitted a Report detailing the response submitted on behalf of HITRANS to Transport Scotland's Rail 2014 Public Consultation.

The meeting commended Mr Roach on the terms of the report.

It was agreed to note the Report.

DfT Heavy Goods Road Charging Consultation 7 Mr Dave Duthie submitted a Report in relation to the Department for Transport's consultation on proposals for charging heavy goods vehicles for use of public roads. The Report indicated that it was proposed that HITRANS would input into a joint Regional Transport Partnership response to the consultation document.

It was agreed to:

- (1) note the report; and**
- (2) approve HITRANS input to the joint RTP response to the Consultation to be submitted with sign off of the final document to be approved by the Chair under delegated powers.**

RESEARCH AND STRATEGY DELIVERY

- Research/Strategy Development Programme for 2011/12 – March 2012 Review
- 8 Mr Dave Duthie submitted a Report detailing progress in relation to the Research and Development Programme 2011/12. The Report updated the Programme to reflect commitments made and change in priorities and funding opportunities identified since the last programme review. The Report stated that the Permanent Advisors had reviewed progress, priorities and the level of available funding for work which could be undertaken within the financial year. The intention of the revisions detailed in the Report was to focus expenditure on actions which would support the Scottish Government and Local Authorities in delivering the Government's overall purpose of sustainable economic growth by supporting transport improvements and deliver HITRANS Regional Strategy.

It was agreed to note the Report.

- Rail Franchise 2014 Research
- 9 Mr Frank Roach presented the series of findings from the research undertaken by HITRANS to support rail service improvements through the 2014 Rail Franchise. The Chair thanked Frank Roach for the Presentation.

- Ferry Reservation System Monitoring Report
- 10 Mr Ranald Robertson submitted a Report in relation to the Ferry Service Reservation System Monitoring Report which had been undertaken on behalf of HITRANS by Reference Economic Consultants. The Report detailed the findings of the study together with actions that could help address capacity constraints on routes in the study area

It was agreed to note the Report.

- Conon Bridge Station Up-Date
- 11 Mr Frank Roach submitted a Report providing Members with an update on proposals for Conon Bridge Station.

It was agreed to note the Report.

EUROPEAN PROJECTS

- TransTourism Giant Puffin-JourneyGenie Up-Date
- 12 Mr Frank Roach submitted a Report in relation to the JourneyGenie website proposal. The Report stated that the JourneyGenie website would be ready for launch in early Summer 2012. A stakeholder event would be held in May 2012 to demonstrate the product to all partners and would be followed by presentation to HITRANS at its Partnership Meeting in June 2012.

It was agreed to note the Report.

- Food Post: Lifting the Spirit
- 13 Mr Frank Roach submitted a Report providing an update on progress with the Food Port Project. The project brings partners together from six North Sea countries to find practical solutions to prove the efficiency, effectiveness and sustainability of the food supply chains, develop green transport corridors for food products between regions around the North Sea.

It was agreed to:

(1) note the Report; and

(2) approve £50,000 funding for the project in the 2012-13 Business Plan

PARTNERSHIP

- Business Plan 2012-13 14 Mr Dave Duthie submitted a Report seeking approval of the HITRANS Business Plan for 2012/13. The Business Plan detailed how HITRANS would support delivery of the Regional Transport Strategy and work with constituent Councils and Stakeholders with a view to improving transport services across the Highlands and Islands in the year ahead.

It was agreed to approve the one year Business Plan for Financial Year 2012/13.

EUROPEAN COMMISSION DECISION - IAG ACQUISITION OF BMI

- European Commission Decision of IAG Acquisition of BMI 15 Mr Ranald Robertson spoke to the terms of the report.

It was agreed;

(1) to note the report;

(2) to approve engagement of HITRANS officers with HIAL to support the case for reintroducing an Inverness/London Heathrow Service, to be established utilising space released by the IAG acquisition of BMI; and

(3) to approve the allocation of up to £10,000 to support the case for an Inverness/London Heathrow service from the 2012/13 Business Plan.