



Minute of Meeting held in the Meeting Room  
at Building 25 (HITRANS Office), Inverness  
Airport on Friday 6 February 2009

- PRESENT            Mr Duncan Macintyre (Chairman) – Argyll and Bute Council  
                         Mr John Laing (Vice-Chairman) – Highland Council  
                         Mr George McIntyre – Moray Council  
                         Mr Wilson Metcalfe
- IN ATTENDANCE    Mr Dave Duthie – HITRANS  
                         Mr Ranald Robertson - HITRANS  
                         Mr Sam MacNaughton – Highland Council  
                         Mr Howard Brindley – Orkney Islands Council  
                         Mr Donald Macrae – Comhairle nan Eilean Siar  
                         Mr Gordon Holland – Moray Council  
                         Mr Tony Jarvis – Highlands and Islands Enterprise  
                         Mr Derek Mackay – Comhairle nan Eilean Siar  
                         Mr David Summers – Highland Council  
                         Mr Mike Mitchell, Highland Council  
                         Mr Okain MacIennan – NHS, Highland
- APOLOGIES            Mr Donald Manford – Comhairle nan Eilean Siar  
                         Mr Jim Foubister – Orkney Islands Council  
                         Ms Louise Smith  
                         Mr Frank Roach - HITRANS  
                         Mrs Moya Ingram – Argyll and Bute Council  
                         Mr Douglas Forson – Scottish Government  
                         Mr Gareth Williams – SCDI
- WELCOME:            The Chairman welcomed Mr Okain MacIennan to the meeting. The Chairman indicated that Mr MacIennan is to be nominated as the new Board Member for HITRANS and Ministerial confirmation of the appointment will be sought.
- WELCOME:            The Chairman welcomed Mr David Anderson, Transport Scotland to the Meeting.
- HITRANS            1    Minute of Meeting of 9 January 2009 was **approved**.
- Matters Arising    2    Mr Dave Duthie updated Members on progress with the Report into the Distribution of Fuel within the Highlands and Islands and indicated that final version of this Report would be considered at the April meeting. Members were informed that the Joint Chairs Meeting with CoSLA would take place on 20 February 2009, with the Joint Chairs Meeting with CoSLA and Cabinet Secretary John Swinney taking place on 2 March 2009. A meeting with MP's had been arranged in London on 24 February 2009 to discuss transport issues which have a Westminster locus and to promote the Strategy and work the Partnership undertakes.

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

## FINANCE

- HITRANS Revenue Budget Report 2008/09 3 The Partnership Treasurer submitted a Report detailing HITRANS Revenue Monitoring Position for the period ending 31 December 2008. The Report stated that income and expenditure was in line with the budget outturn target and it was predicted that a balanced budget would be delivered by the end of the financial year.

### It was agreed to:

- (1) **note the Report; and**
- (2) **authorise the Chairman and Vice-Chairman to approve alterations to the HITRANS Revenue Budget 2008/09 in order to bring forward previously agreed projects to ensure that spending targets were achieved.**

- HITRANS Revenue Budget Proposal 2008/09 4 The Partnership Treasurer submitted a Report outlining the Draft Revenue Budget for 2009/10 including the Partnership's running costs and Research and Development Strategy Programme costs and identifying the projected income from partner Councils and the Scottish Government to cover these costs. The Report highlighted the funding formula for Council contributions which had been agreed by the Partnership in July 2006.

### It was agreed to;

- (1) **approve the Revenue Budget 2009/10 as detailed in the Report; and**
- (2) **authorise the Partnership Director to discuss with Transport Scotland ways in which the Research and Strategy Development Programme Budget might help promote delivery of schemes included in the STPR.**

- Travel Plans Programme 5 The Partnership Manager submitted a Report detailing progress with the delivery of the Travel Plans Budget. The Report highlighted that the main expected outcomes of the programme was to increase the number of employees, visitors and suppliers in Local Authorities and Health Boards using more sustainable modes of transport. The Report highlighted where funding was being channelled in order to meet these objectives, while continuing to promote the take up of sustainable transport by organisations across both the public and private sector.

### It was agreed:

- (1) **to note the current position in relation to the travel plans programme 2008/09; and**
- (2) **that partner members would inform Mr Ranald Robertson of any proposed Travel Plan projects within their areas.**

- Review Discretionary Policies under the Local Government Pension Scheme 6 The Partnership Director submitted a Report reviewing the Partnerships discretionary policies in respect of the Local Government (Scotland) Pensions Scheme 2008. The Report stated that the proposals reflected those policies adopted by the Highland Council.

### It was agreed to approve;

- (1) **that the recommendations contained Appendix 1 and 2 of this report;**
- (2) **that all policies be reviewed on 2013; and**
- (3) **that, in line with the main scheme policy, there be an "opt out" provision allowing reconsideration of any specific discretion if the special circumstances of an individual case merit it.**

## STRATEGY IMPLEMENTATION

- Strategic Transport Projects Review – Draft Position Paper 7 With reference to Item 3 of the Minute of Meeting of 9 January of 2009, the Partnership Director submitted a Report in relation to the Scottish Government's Strategic Transport Projects Review. The Report detailed proposals to support the delivery of nationally significant land based transport services and infrastructure across the Highlands and Islands working in partnership with the Scottish Government, its Agencies, Councils and other stakeholders in the transport sector. Mr Dave Thomson, Transport Scotland, was invited to update the Partnership in relation to the Strategic Transport Projects Review.

**It was agreed to welcome the priority given to investment in transport services within the Highlands and Islands as detailed in the findings of the Scottish Governments Strategic Transport Projects Review and that HITRANS would support the Government and its Agencies in developing and delivering these investments priorities and strategies and would continue to argue the case for prioritisation and recognition of those nationally significant interventions included in the HITRANS Transport Strategy and draft Delivery Plan which had not been included in the STPR.**

- Single Outcome Agreement Development – Draft Position Paper 8 The Partnership Manager submitted a Report in relation to the Single Outcome Agreements being developed by each partner Council through the Community Planning Process. The Report highlighted draft responses to each Partnership Authority in order to ensure that the Regional Transport Strategy Aims and Objectives flowed into the Single Outcome Agreement Process.

**It was agreed;**

- (1) **that Members and Principal Advisors be invited to submit their comments in relation to the draft submissions to Mr Ranald Robertson by 27 February 2009; and**
- (2) **to support Partnership Officers in the process of engaging with Community Planning Partnership Lead Officers in order to ensure that transport featured to an appropriate degree in each Single Outcome Agreement.**

## GENERAL ISSUES

- Livestock Transport 9 Mr Howard Brindley submitted a Report indicating that the maximum journey times for transporting livestock, which were only recently confirmed in EC Regulation 1/2005, were again under review through a campaign lead by MEP's seeking a maximum journey of 8 hours before significant periods of rest. The Report highlighted the implications of such a move on the livestock industry within the Highlands and Islands.

**It was agreed;**

- (1) **to liaise with ZetTrans, NESTRANS, NFU Scotland, Road Haulage Association, Crofters Commission and the Scottish Crofters Foundation in order to make a joint response to the European Commission on the impact of introducing further time limits for livestock transport; and**
- (2) **to seek a meeting with Mr Struan Stevenson, MEP in order to discuss the impact of further restrictions in livestock transport journey times.**

## STRATEGY DEVELOPMENT

- Evidence Transport Planning Select Committee on Aviation to 10 The Partnership Director submitted a Report detailing a Draft Response to the House of Commons Transport Committee Inquiry into the future of aviation in the United Kingdom.

**It was agreed to approve the draft response detailed in the Report for submission to the House of Commons Transport Committee on Aviation.**

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- 11 Members were informed that Transport Scotland were currently undertaking a consultation on the future maintenance arrangements for trunk roads with responses due by 23 February 2009.

**It was agreed;**

- (1) **that the Partnership Director in liaison with the Permanent Advisors be authorised to respond to Transport Scotland's Consultation on future maintenance arrangements for trunk roads on behalf of HITRANS; and**
- (2) **The Partnership Director would invite Trunk Road Maintenance Contractors to the April 2009 Meeting.**