

Minute of Meeting held in the Golf View Hotel, Nairn on Friday 3 June 2011 at 10.00am.

- PRESENT
- Mr Duncan Macintyre (Chairman) - Argyll & Bute Council
  - Mr John Laing (Vice Chairman) - The Highland Council
  - Mr George MacIntyre – Moray Council
  - Mr Donald Manford – Comhairle nan Eilean Siar
  - Mr Jim Foubister – Orkney Islands Council
  - Mr Okain McLennan
  - Mr Wilson Metcalfe
  - Prof David Gray
- IN ATTENDANCE:
- Mr Dave Duthie – Partnership Director
  - Mr Ranald Robertson – Partnership Manager
  - Mr Frank Roach – Partnership Manager
  - Mr Derek Mackay – Partnership Secretary
  - Mr Mike Mitchell – Partnership Financial Manager
  - Mrs Christine Kendall - HITRANS
  - Dr Sarah Jane Fox – Orkney Islands Council
  - Mr Gordon Holland – Moray Council
  - Mr Sam MacNaughton – The Highland Council
  - Mr Iain MacKinnon – Comhairle nan Eilean Siar
  - Mr Sandy McTaggart – Argyll & Bute Council
  - Mr Gareth Williams – Scottish Council Development & Industry
  - Mr Tony Jarvis – Highlands & Islands Enterprise
  - Ms Pip Farman – NHS Highland
  - Mr Inglis Lyon – HIAL
  - Mr Alan Wolstonholme – Caledonian Solutions
  - Ms Yvonne Crook – View Marketing
- APOLOGIES
- Mr David Summers – HITRANS Transport Coordinating Officers Group

Welcome

The Chairman welcomed Mr Iain Mackinnon and Mr Sandy McTaggart to their first Meeting.

**MINUTE**

- Minute of Meeting of 8 April 2011
- 1 The Minute of Meeting of 8 April 2011 was **approved**.
- Matters Arising
- 2 The Partnership Director provided an update in relation to progress with the upgrade of the A82. The Director indicated that the A82 Campaign Group had met with the First Minister who confirmed the Scottish Governments' commitment to proceed with the works at Pulpit Rock and Crianlarich. A subsequent meeting including HITRANS, Transport Scotland, the A82 Campaign Group, Argyll and Bute Council and representatives from Highland Council was held with a view to moving forward with the Route Action Plan. The Partnership Director confirmed that Comhairle nan Eilean Siar would be included in future discussions in respect of the A82.

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

## FINANCE

- Near Final Outturn Revenue Budget Monitoring Report 1 April 2010 – 31 March 2011
- 3 The Partnership Treasurer submitted a Report detailing the revenue position for the 2010-11 financial year. The Report stated that the provisional outturn financial position for the year showed an underspend of £30,939 which equated to 3.8% of the total budget. The Treasurer confirmed that the underspend would be carried forward into 2011/12 as committed expenditure. The Chairman thanked the Treasurer for all his work in preparing the Partnerships' accounts.

**It was agreed to note the Report and the provisional outturn revenue monitoring position for the year ended 31 March 2011.**

- Statement of Accounts (Unaudited) – 2010/11
- 4 The Partnership Treasurer indicated that the Statement of Accounts had not been finalised but would be circulated by email to each Board Member by 10 June 2011. Board Members were asked to acknowledge receipt of the Statement of Accounts.

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

- Members, Advisors and Officials Allowances
- 5 The Partnership Director submitted a Report detailing a proposed updated Scheme of Members, Advisors and Official's Allowances and Expenses. The Report stated that the cost of travel had increased both by private and public transport since April 2008, particularly in relation to the cost of fuel, and it was proposed to amend the current allowances in line with Treasury guidelines which would provide a further incentive to use public transport wherever reasonably practicable.

**It was agreed to approve the revisions to the Scheme of Members, Advisors and Officials Allowances and Expenses as detailed in the Report effective from 1 July 2011, taking on board the Comments from Members in relation to the increased use of video conference facilities, setting dates well in advance where possible, greater use of car sharing and an introduction of a friends and family overnight allowance.**

- Inverness – Amsterdam Air Service
- 6 The Chairman welcomed Mr Ingils Lyon, Chief Executive, Highlands and Islands Airport Limited. Mr Lyon gave a presentation on the Inverness-Amsterdam air service which was due to start in September 2011. Mr Lyon indicated that the establishment of a link from Inverness to a major European hub airport had been a long term aspiration of HIAL following the withdrawal of the Inverness-Heathrow service.

The Chairman thanked Mr Lyon for his presentation and on behalf of HITRANS congratulated the HIAL team for their work in establishing the Inverness-Amsterdam air service.

**It was agreed:**

- (1) to note the presentation on the introduction of the Inverness-Amsterdam air service;**
- (2) that HITRANS would work with partner organisations to publicise the use of the Inverness-Amsterdam air service as a hub for business users; and**
- (3) that HITRANS would continue to lobby in support of the Inverness-Gatwick air links with other Regional Transport Partnerships, HIAL and Local Authorities.**

## RESEARCH AND STRATEGY DELIVERY

- Whisky Logistics
- 7 The Chairman welcomed Mr Alan Wolstonholme, Caledonian Solutions was welcomed to the meeting. Mr Wolstonholme gave a presentation on the Whisky Logistics Study which had been commissioned by HITRANS and sought to review the current and future logistic requirements in respect of the whisky industry. Members were afforded the opportunity of asking questions of Mr Wolstonholme.

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

Research and  
Development  
Update 2011/12

- 8 The Partnership Director submitted a Report in relation to the Research/Strategy Development Programme 2001/12. The Report sought approval of amendments to the Programme to reflect commitments made and changing of priorities as funding opportunities were identified. The intention of the revisions were to focus expenditure on actions which would support the Government and Local Authorities in delivering the Scottish Government's overall purpose of sustainable economic growth by supporting transport improvements across the HITRANS area which would deliver the Regional Transport Strategy.

The Partnership Director confirmed that there may be additional funding available due to the carry forward from 2010/11 and Members suggested that studies in relation to the A9 North and A82 Transport Corridors and Timber Freight Transport should be considered for funding from the carry-forward.

**It was agreed:**

- (1) to approve the amendments to the Research/Strategy Development Programme 2011/12 as detailed in the Appendix to the Report;**
- (2) The Partnership Director would arrange for CMAL to be invited to a future to discuss progress on Ferry Hull Design;**
- (3) that the Partnership Director would discuss the opportunity for further contributions to the Fixed Links-Renewable Energy Development Study with Orkney Islands Council; and**
- (4) that the Partnership Director and Vice Chair be authorised to discuss with key Caithness stakeholders what critical transport actions are now necessary to support the developing renewable sector in the area, and report back to the Board.**

Department for  
Transport  
Consultation –  
Sustainable  
Framework for  
Aviation

- 9 The Partnership Director submitted a Report in relation to the Department of Transport's consultation exercise entitled "A Sustainable Framework for Aviation". The document set out the coalition Government's priorities for aviation and reiterated the Government's decision not to build new runways at Heathrow, Gatwick and Stanstead while challenging the aviation industry to ensure that any growth was consistent with environmental goals and protecting the quality of life of local communities. The Report highlighted a number of key issues within the consultation which had been identified and discussed by the Aviation Advisory Group.

**It was agreed:**

- (1) to note the Report; and**
- (2) to approve the submission of a HITRANS response to the consultation with the content to be approved under powers delegated to the Chair, Vice Chair and Partnership Director.**

High Speed Rail  
Response to Select  
Committee

- 10 The Partnership Director submitted a Report detailing a proposed HITRANS response to the House of Commons Transport Select Committee call for evidence in relation to high speed rail.

**It was agreed to:**

- (1) Note the response submitted to the House of Commons Select Committee**
- (2) Circulate to Members and Permanent Advisors for their comments the draft response to the Department for Transport Consultation on High Speed Rail based on the Select Committee response,; and**
- (3) authorise the Partnership Director, in consultation with the Chair and Vice-Chair, to submit the response to the Department for Transport.**

## EUROPEAN

- START Projects – Traveline Scotland Blackberry Application Development
- 11 The Partnership Manager submitted a Report providing an update on the development by Traveline Scotland of a Smart mobile phone application for the Blackberry Smart Phone range to support the dissemination of public transport information available through Traveline Scotland. The Report stated that the application was being funded by HITRANS and SPT through the INTERREG IVB Atlantic Area START Project. Development of the application would commence in May 2011 with a view to launching in October 2011.

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

- European Commission Consultation – Review of the Community Guidelines on Financing Airports and Start Up Aid to Airlines Departing from Regional Airports
- 12 The Partnership Director supported by the Highland and Islands Enterprise Permanent Advisor provided a verbal report on the proposed HITRANS response to the European Commissions Consultation a review of the Community Guidelines on Financing Airports and Start Up Aid to Airlines Departing from Regional Airports. The report highlighted the key points which would be included in the response.

**It was agreed to authorise the Partnership Director, in consultation with the Chair and Vice-Chair, to submit the HITRANS response to the consultation on the Review of the Community Guidelines on Financing Airports and Start Up Aid to Airlines Departing from Regional Airports as reflected in the verbal report.**

- RTP Membership of Scotland Europa
- 13 The Partnership Manager submitted a Report in relation to a proposal to subscribe to Scotland Europa. The Report stated that Scotland Europa worked closely with their members to influence the direction of EU policy and legislation and monitor policy developments in EU institutions, analysing the impact on their membership. Scotland Europa would provide regular briefings on relevant legislative negotiations, potential project partnering opportunities, public consultations, hearings and conferences and membership would provide HITRANS with advice on how it could raise its profile in Brussels as well as putting across a HITRANS position in relevant policy areas. The Report further stated that a special joint membership rate had been proposed for HITRANS, SESTRan and Tactran for the 2011/12 financial year.

**It was agreed:**

**(1) to note the Report; and**

**(2) to approved the allocation of £4,000 from the Publicity budget to meet the cost of membership of Scotland Europa for 1 year after which membership benefits would be reviewed in the light of the benefits accrued from the trial period.**

- Transtour
- 14 The Chairman welcomed Ms Yvonne Crook, View Marketing, to the Meeting. Ms Crook gave a presentation to Members in relation to the study into online marketing of sustainable transport within the Highlands and Islands being undertaken as part of the Transtour European project. Members were afforded the opportunity of asking questions of Ms Crook.

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

- AOCB
- 15 Mr Sam McNaughton provided the Board with information in relation to the emergency remedial work that will be undertaken by Transport Scotland at Kessock Bridge. The works are to be undertaken from 19-26 June using a 24 hour contra flow system and significant traffic delays were expected. Particular concern was raised regarding the impact this could have on on-going ferry linkages to Orkney and the Western Isles.

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