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## SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP

Meeting of Friday 22 March 2024  
 at 10.30am at Dumfries and Galloway Council Headquarters, English Street,  
 Dumfries and via Microsoft Teams

### Present

#### Members

<b>John Campbell</b> (Chair)	-	Dumfries and Galloway Council
<b>Karen Jackson</b> (Vice-Chair)	-	South of Scotland Enterprise
<b>Jim Dempster</b>	-	Dumfries and Galloway Council
<b>Willie Scobie</b>	-	Dumfries and Galloway Council
<b>Keith Walters</b>	-	Dumfries and Galloway Council
<b>Andrew Wood</b>	-	Dumfries and Galloway Council

#### Officials

<b>Douglas Kirkpatrick</b>	-	Lead Officer
<b>Claire Rogerson</b>	-	Secretary to the Board
<b>Kirsty Dunsmore</b>	-	Policy and Projects Officer
<b>Janet Sutton</b>	-	Finance Officer
<b>Grant Coltart</b>	-	Team Leader Transport Planning and Operations

#### Apologies

<b>David Bryson</b>	-	NHS Dumfries and Galloway
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#### Observers

<b>Frazer Smith</b>	-	Stagecoach
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#### In Attendance

<b>Richard Fox</b>		Internal Audit, Dumfries and Galloway Council
<b>Peter Lindsay</b>	-	Audit Scotland
<b>Laura Moodie</b>	-	D&G Bus Users Group
<b>Ciaran O'Brian</b>	-	Audit Scotland
<b>Karen Scott</b>	-	Procurement and Commissioning Manager Dumfries and Galloway Council

## 1. SEDERUNT AND APOLOGIES

6 Board Members present and 1 apology

John Campbell, Willie Scobie and Keith Walters attended at Dumfries and Galloway Council Headquarters.

Karen Jackson, Jim Dempster and Andrew Wood attended via MS Teams as agreed by the Chair.

### **Special Notice**

The Chair on behalf of SWestrans offered condolences to the friends and family of Graham Whiteley who had sadly passed away in February.

Graham had been an Observer to the Board since SWestrans was established in 2006. Initially representing Cumbria County Council where he was the passenger transport manager and then following his retirement he continued to serve as an Observer in an individual capacity. Graham contributed to each Board meeting he attended and certainly kept our Lead Officer supplied with a stream of well informed and challenging questions. His knowledge and expertise, particularly on all matters Rail, will be greatly missed as will he.

All those present then observed a short silence as a mark of respect.

## 2. DECLARATIONS OF INTEREST

**NONE** declared.

## 3. MINUTES OF MEETING 2 FEBRUARY 2024

### **Decision**

**APPROVED.**

## 4. ETERNAL AUDIT PLAN 2023/24

### **Decision**

The Board **NOTED** and commented on the External Audit Plan for 2023/24 as detailed in the Appendix of the report.

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## 5. DRAFT REVENUE EXPENDITURE BUDGET 2024/25

### Decision

The Board **AGREED** the draft revenue budget for 2024/25 as set out in Table 1 of the report.

## 6. INTERNAL AUDIT REPORT OF SOUTH WEST SCOTLAND TRANSPORT PARTNERSHIP

### Decision

The Board:-

6.1 **NOTED** and **WELCOMED** the Internal Audit; and

6.2 **AGREED** the main findings of the internal audit and to implement the action plan to address the nine audit actions identified as summarised in Table 2 of the report, noting the requirement that targets were required to be realistic.

## 7. REGIONAL TRANSPORT STRATEGY 2023 TO 2042

### Decision

The Board **NOTED** the letter at the Appendix of the report, from the Cabinet Secretary for Transport which confirmed final approval of SWestrans Regional Transport Strategy 2023-2042 by Scottish Ministers.

## 8. PROCUREMENT STANDING ORDERS

### Decision

The Board:-

8.1 **REVOKED** the current Procurement Standing Orders, effective from 25 March 2024; and

8.2 **APPROVED** the adoption of the Procurement Standing Orders provided at the Appendix of the report, effective from 25 March 2024.

## 9. SWESTRANS ANNUAL REPORT 2022/23

### Decision

The Board **AGREED** the SWestrans Annual Report for 2022/23 attached as the Appendix to the report for submission to Scottish Ministers.

**BOARD MEMBER** – Jim Dempster left the meeting – 5 Board Members present.

## 10. DEVELOP TO DELIVER

### Decision

The Board:-

10.1 **NOTED** the “Develop to Deliver – 2023 Refresh” document at the Appendix of the report; and

10.2 **ENDORSED** the principles of collaboration, opportunities for regional coordination and role of Regional Transport Partnerships in enabling liaison between national and local authorities

## 11. LOCAL BUS NETWORK REVIEW

### Decision

The Board :-

11.1 **NOTED** the outcome of the school and local bus review at the Appendix of the report; and

11.2 **APPROVED** the key actions to be taken forward as set out at paragraph 3.8 of the report.

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## 12. RAIL UPDATE

### Decision

The Board :-

### NOTED

12.1 the update on TransPennine Express West Coast Main Line rail services;

12.2 the update on Grand Union Trains Services; and

12.3 the update on the Stranraer Rail Line; and

12.4 **FURTHER AGREED** to seek clarification from the Scottish Government on the investment for the A77, with recognised parity to the investment being made by the UK Government on the A75.

## 13. ANY OTHER BUSINESS WHICH THE CHAIR MAY DECIDE IS URGENT DUE TO THE NEED FOR A DECISION

### Decision

The Board **NOTED** that there was one item of urgent business deemed urgent by the Chair due to the need for a decision, being a verbal update on Lead Officer Arrangements, which would be taken as an exempt item of business as item 13A, after item 14.

**PROCEDURE** – The Board **AGREED** to consider the following items of business in private and exclude the press, members of the public and observers from the meeting given that the report contained confidential or exempt information in respect of paragraphs 6,8 and 9 (for item 14) and paragraph 1 (for item 13A) of Schedule 7A of the Local Government (Scotland) Act 1973.

**BOARD MEMBER** – Andrew Wood left the meeting – 4 Board Members present.

## 14. ACTIVE TRAVEL FUNDING

**Summary of Report** – The report advised the Board of progress with the distribution and management of the Behaviour Change element of active travel funding from 2024/25.

**Decision**

The Board:-

**NOTED**

14.1 the progress with the distribution and management of the Behaviour Change element of active travel funding from 2024/25; and;

14.2 the outcome of the grant application process and that in-principle award letters for each of the successful bids were issued week commencing 18 March 2024.

**13A LEAD OFFICER ARRANGEMENTS**

Summary – A verbal update was provided by the Lead Officer on his imminent retirement and the arrangements that would be required to be progressed.

**Decision**

13A.1 **NOTED** the updated provided by the Lead Officer; and

13A.2 **AGREED** that a Special Board meeting be arranged to consider and agree the Lead Officer arrangements going forward.