

**SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP**

Meeting of Friday, 29th November, 2024  
at 10.30 am in Council Hall - English Street, Dumfries

**Present****Members**

John Campbell (Chair) – Dumfries and Galloway Council;  
Karen Jackson (Vice-Chair) – South of Scotland Enterprise;  
Jim H Dempster – Dumfries and Galloway Council;  
Stephanie Mottram – NHS Dumfries and Galloway;  
Willie Scobie – Dumfries and Galloway Council;  
Keith Walters – Dumfries and Galloway Council.

**Officials**

Simon Bradbury – Lead Officer;  
Claire Rogerson – Secretary to the Board;  
Grant Coltart – Interim Transportation Manager;  
Keith Munn – Policy and Projects Officer;  
Peter McCormick – Policy and Projects Officer;  
Linda Richardson – Public Transport Officer;  
Janet Sutton – Finance Officer.

**Apologies**

Andrew S Wood – Dumfries and Galloway Council

**Observers**

Laura Moodie – D&G Bus Users Group

**In Attendance**

Georgia Bow – Stantec;  
Bryan Scott – Countryside Development Officer,  
Dumfries and Galloway Council.

<b>Minutes</b>		<b>Minutes</b>
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## 1 SEDERUNT AND APOLOGIES

6 Board Members present and 1 apology.

John Campbell and Willie Scobie attended at Dumfries and Galloway Council offices, Dumfries.

Karen Jackson, Jim Dempster, Stephanie Mottram and Keith Walters attended via MS Teams as agreed by the Chair.

The Chair intimated that he had an urgent item of business, Lead Officer Arrangements, which he intended to take as the first substantive item of business after item 3.

## 2 DECLARATIONS OF INTEREST

**NONE** declared.

## 3 MINUTE OF PREVIOUS MEETING ON 27 SEPTEMBER 2024

### Decision

**APPROVED.**

**PROCEDURE** – The Chair advised those present that he had agreed to take an urgent item of business, Lead Officer Arrangements, which would require to be considered in private. Following that item the public would be readmitted to the meeting.

**PROCEDURE** - Board agreed to consider this item of business in private and excluded the Press, members of the public and Observers from the meeting given the report contains confidential or exempt information in respect of paragraph 1 of Schedule 7A of the Local Government (Scotland) Act 1973.

**PROCEDURE** - Item 12 was taken next.

## 12. ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION.

### 12A – LEAD OFFICER ARRANGEMENTS

**Summary of report** – This item was considered as business deemed urgent due to the need for a decision as the position of Lead Officer was vacant, and should not wait until the next board meeting to be considered. This report provided the Board with the information to appoint a Lead Officer.

### Decision

The Board **AGREED**

<b>Minutes</b>		<b>Minutes</b>
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12A.1 to appoint Simon Bradbury as Lead Officer for SWestrans, effective from 29 November 2024; and

12A.2 that the current protocol for the Provision of Lead Officer remains in place, with the substitution of Strategic and Policy Advisor Transport for the Transportation Manager.

**PROCEDURE** – Observers, members of the public and Press were readmitted to the meeting.

#### **4 BOARD MEMBERSHIP UPDATE**

**PROCEDURE** – The Board were advised of an administrative error at 2.1 of the report, as the NHS representative on the Board was Stephanie Mottram.

##### **Decision**

The Board **NOTED** that confirmation was received on 30 September 2024 that the Cabinet Secretary for Transport had approved the reappointment of Karen Jackson on behalf of South of Scotland Enterprise to the SWestrans Board.

#### **5 SOUTH WEST COASTAL PATH**

##### **Decision**

The Board:-

5.1 **APPROVED** Stantec to provide a presentation on the Gretna to Cairnryan Coastal Path Assessment;

5.2 **NOTED** the update on the progress of the Solway Coast and Marine Project (SCaMP) project Natural Heritage Lottery application; and

5.3 **AGREED** to consider match funding for the Gretna to Cairnryan Coastal Path from the SWestrans Capital Expenditure 25/26 at the June 2025 Board Meeting pending budgets; **FURTHER NOTING** the advice of officers, that this would be considered as part of the report on Capital Projects Programme scheduled for that meeting;

##### **FURTHER AGREED**

5.4 that an in-principle letter of support on the aim of the project, on behalf the SWestrans board be provided recognising the caveat on funding as the budget was not known at this time; and

5.5 that in advance of the June Board, that a seminar be arranged for Board members on the proposed Capital Projects Programme.

#### **6 REVENUE BUDGET MONITORING REPORT 2024/2025 FOR THE PERIOD ENDING 31 OCTOBER 2024**

<b>Minutes</b>		<b>Minutes</b>
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### **Decision**

The Board **NOTED** the forecast outturn for the revenue budget as at 31 October 2024.

## **7 CAPITAL EXPENDITURE PROGRAMME 2024/25 - 2026/27 UPDATE**

**PROCEDURE** – A short verbal update was provided to the Board on the People and Place Programme.

### **Decision**

The Board **NOTED** the update on the Capital Programme for 2024/25 to 2026/27 as outlined in the report.

## **8 CLIMATE CHANGE DUTIES - REPORTING 2023/24**

### **Decision**

The Board:-

8.1 **NOTED** SWestrans statutory Climate Change Duties Reporting requirements, and

8.2 **AGREED** to submit the 2023/24 Climate Change Duties Report for SWestrans by the deadline of 30 November 2024.

## **9 BUS SHELTER PROGRAMME UPDATE**

### **Decision**

The Board:-

9.1 **NOTED** the update on the 2024/25 Bus Shelter Programme; and

9.2 **AGREED** the Bus Shelter Programme 2025/26 as shown at Appendix 2 of the report.

## **10 RAIL UPDATE**

### **Decision**

The Board **NOTED** the updates on:-

10.1 the full timetable return on Scotrail services;

10.2 Scotrail station opening hours; and

Minutes		Minutes
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10.3 the December 2024 Scotrail timetable update.

## 11 STANDING ORDER ANNUAL REVIEW

### Decision

The Board **AGREED**:-

11.1 the Protocol for the Provision of Lead Officer by Dumfries and Galloway Council to the South West of Scotland Transport Partnership would be added as an appendix to the Standing Orders; and

11.2 that there was no further alteration required to be made to the Standing Orders.

## 12 ANY OTHER BUSINESS DEEMED URGENT BY THE CHAIR DUE TO THE NEED FOR A DECISION

### Decision

**NOTED** that there was no further item of business deemed urgent by the Chair due to the need for a decision.

## 13 EXCLUSION OF THE PRESS, MEMBERS OF THE PUBLIC AND OBSERVERS

### Decision

The Board **AGREED** to consider the following item of business in private and excluded the Press, members of the public and Observers from the meeting given the report contains confidential or exempt information in respect of paragraphs 6, 8, and 9 of Schedule 7A of the Local Government (Scotland) Act 1973.

**BOARD MEMBER** – Willie Scobie left the meeting – 5 Board Members present.

## 14 LOCAL BUS NETWORK REVIEW UPDATE

Summary of Report – This report provided the board with an update on progress made in the review of the Local Bus Network and an opportunity to consider and discuss the next steps.

### Summary of Decision

The Board **NOTED** and **COMMENTED** on the presentation setting out the recent progress made in the review of the Local Bus Network.