
SOUTH WEST OF SCOTLAND TRANSPORT PARTNERSHIP

Meeting of Friday 27 September 2024
 at 10.30am at Council Hall, Dumfries and Galloway Council Offices, English Street,
 Dumfries DG1 2DD and via Microsoft Teams

Present

Members

John Campbell (Chair)	-	Dumfries and Galloway Council
Karen Jackson (Vice-Chair)	-	South of Scotland Enterprise
Jim Dempster	-	Dumfries and Galloway Council
Willie Scobie	-	Dumfries and Galloway Council
Keith Walters	-	Dumfries and Galloway Council

Officials

Natalie McKail	-	Lead Officer
Claire Rogerson	-	Secretary to the Board
Tom Flanagan	-	Transportation Manager and Policy Advisor SWestrans
Kirsty Dunsmore	-	Policy and Projects Officer
Janet Sutton	-	Finance Officer
Grant Coltart	-	Team Leader Transport Planning and Operations
Linda Richardson	-	Public Transport Officer
Keith Munn	-	Policy and Projects Officer
Peter McCormick	-	Policy and Projects Officer

Apologies

Stephanie Mottram	-	NHS Dumfries and Galloway
Andrew Wood	-	Dumfries and Galloway Council

Observers

June Hay	-	Outdoor Access Forum
Fraser Smith	-	Stagecoach Scotland

In attendance

Peter Lindsay	-	Audit Scotland
Sean Marshall	-	Swestrans Board substitute
Ciaran O'Brian	-	Audit Scotland
James Rhodes	-	SYSTRA
Bryan Scott	-	Countryside Development Officer, D&G Council

1. SEDERUNT AND APOLOGIES

5 Board Members present and 2 apologies.

John Campbell, Karen Jackson, Willie Scobie and Keith Walters attended at Dumfries and Galloway Council Offices.

Jim Dempster attended via MS Teams as agreed by the Chair.

2. DECLARATIONS OF INTEREST

Jim Dempster provided a Statement of Connection with regards to Appendix 1 of item 10 as he was Chair of Sanquhar Enterprise Company which was mentioned in relation to the Sanquhar to Multi-verse path.

3. MINUTES OF MEETING OF 28 JUNE 2024

Decision

APPROVED.

4. BOARD MEMBERSHIP UPDATE

Decision

The Board:-

NOTED

4.1 that confirmation of the approval from the Cabinet Secretary for Transport was received on 12 September 2024, for the appointment of Stephanie Mottram to the SWestrans Board as the NHS Dumfries and Galloway representative; and

4.2 that the assessment by the Chair for the reappointment of Karen Jackson to the Swestrans Board, as the representative from South of Scotland Enterprise was completed on 6 September 2024 and submitted for ministerial approval the same day; and

4.3 **AGREED** that Karen Jackson would continue in her role as Vice-Chair, once ministerial approval of her second term of appointment had been received.

5. LEAD OFFICER ARRANGEMENTS

Decision

The Board:-

5.1 **ENDORSED** the decision of the Lead Officer in consultation with the Chair and Vice-Chair to appoint Natalie McKail as Lead Officer for SWestrans, effective from 14 August 2024. and

5.2 **AGREED** that the current Protocol for the Provision of Lead Officer remains in place, with the substitution of the Assistant Director Transport and Infrastructure for the Transportation Manager.

6. OBSERVER APPOINTMENT

Decision

The Board:-

6.1 **AGREED** to appoint Laura Moodie as an observer to the SWestrans Board; and

6.2 **NOTED** that a review of observer appointments and associated guidance would be undertaken in the coming year and report to the Board by June 2025..

7. SERVICE LEVEL AGREEMENT BETWEEN SWESTRANS AND DUMFRIES AND GALLOWAY COUNCIL

Decision

The Board

7.1 **NOTED** the findings of the Internal Audit report on the recommendation to establish an SLA between SWestrans and Dumfries and Galloway Council;

AGREED

7.2 that the Lead Officer submit the draft SLA attached as Appendix to the report to the Council for consideration, subject to amendments raised by the Board; and

.7.3 to delegate authority to the Lead Officer to seek legal external advice for the Board as necessary prior to signing by the Chair.

8. REPORT BY EXTERNAL AUDIT ON THE 2023/24 AUDIT OF SOUTH WEST SCOTLAND TRANSPORT PARTNERSHIP

Decision

The Board:-

8.1 **RECEIVED** the external auditors' report on the 2023/24 audit as detailed at Appendix 1 of the report;

APPROVED

8.2 the Letter of Representation to be certified by the Treasurer and appended to the audit report as Appendix 2 of the report;

8.3 the audited accounts which would be certified by the Treasurer and Audit Scotland as detailed at Appendix 3 of the report; and

8.4 **NOTED** that the certified accounts would be made available to all Members, and they would be available on the SWestrans website as detailed in paragraph 3.4 of the report.

9. REVENUE BUDGET MONITORING REPORT 2024/25 FOR THE PERIOD ENDING 31 AUGUST 2024**Decision**

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

10. CAPITAL EXPENDITURE PROGRAMME 2024/25 – 2026/27 UPDATE**Decision**

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

11. LOCAL BUS NETWORK REVIEW UPDATE**Decision**

The Board **NOTED**

11.1 confirmation provided to bus operators following the Council and SWestrans Board decisions for 27/28 June 2024; and

11.2 the position of the Community Transport sector and the opportunities presented for alternative provision.

12. TRANSPORT HUB FEASIBILITY STUDY

Decision

The Board

12.1 **AGREED** to receive a presentation from James Rhodes from SYSTRA on the feasibility study;

12.2 **NOTED** the feasibility study;

12.3 **AGREED** to a Public Engagement exercise on the feasibility study; and

12.4 **NOTED** that officers would bring back a further report to the Board in early 2025 to agree the next steps.

13. SOUTH WEST COASTAL PATH

Decision

The Board:-

13.1 **NOTED** the South West Coastal Path project as priority in the Regional Transport Strategy as detailed in paragraph 3.3 of the report;

APPROVED

13.2 that the Lead Officer write to Transport Scotland requesting the project to be referenced in the Strategic Transport Project Review 2 (STPR2) for the South West;

13.3 that Dumfries and Galloway Council Core Path team use SWestrans agreement in principle towards a National Lottery Bid for funding and any other funding; and

13.4 a STAG for the Coastal Path project and that officers would provide an update report on progress to the 29 November 2024 meeting.

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

Decision

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

PROCEDURE – The Board **AGREED** to consider the following item 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 of Schedule 7A of the Local Government (Scotland) Act 1973.

15. LOCAL BUS NETWORK UPDATE

Summary of Report – Following the update on the Bus Network Review, this report presented the Board with a specific issue on the local bus network and the options available.

Summary of Decision

The Board.

15.1 **NOTED** the position following the procurement process as detailed in the report; and

15.2 **AGREED** to progressing the alternative option of community transport provision on an experimental basis for 2024/25 as outline in the report.