

Forth Estuary Transport Authority

25 February 2011

Present:–

The City of Edinburgh Council – Councillors Wheeler (Convener), K MacKenzie and Work.

Fife Council – Councillors Chisholm, Martin, Rumney and Walker.

West Lothian Council – Councillor Day.

1 Minutes

Decision

The minute of the Forth Estuary Transport Authority of 17 December 2010 was approved as a correct record.

Matters Arising

The Convener reported that a provisional date for a meeting with the Minister of Transport, Infrastructure and Climate Change had to be cancelled due to the Minister's commitments. The upcoming Scottish Parliamentary Election meant a new meeting date would have to await the appointment of a Minister in May 2011. Noted.

2 Budget Monitoring 2010/11 – Quarter 3, to 31 December 2010

Information was provided on the forecast for revenue and capital expenditure to 31 March 2011. Forecast expenditure was now £15.144m which was up £0.224m since October. Details were provided of the areas of over-spend and under-spend within the budget. Revenue expenditure was forecast to be under-spent by £0.350m and capital expenditure to be over-spent by £1.649m. Overall, there was forecast to be over-spend of £1.299m on the budget and this was to be met from reserves. Thus, reserves would be reduced to £4.160m by 31 March 2011.

Decision

To note the report.

(Reference – report by the Treasurer 7 February 2011, submitted.)

3 Revenue and Capital Budgets 2011-13 and Indicative Capital Plan to 2025/26

The Treasurer reported to the Board on a draft revenue and capital budget for the year 2011/12, and an indicative budget for 2012/13, together with an indicative 15 year capital plan. Approval was sought to submit the draft budget to the Scottish Government.

The total expenditure on proposed revenue and capital budgets for 2011/12 and 2012/13 was £15.974m. The proposed settlement from the Scottish Government for 2011/12 was £15.1m, split between £5.1m for revenue and £10m for capital. This would lead to a potential shortfall of £0.859m on capital spending which would have to be met from the reserves.

The Treasurer gave details of the proposed spending and on risks involved relative to expenditure, and reported on the reserves strategy. In terms of reserves, these would be reduced, if capital expenditure stayed on budget, to £3.301m by the end of 2011/12. The development of an indicative Capital Plan for 2011-26 would be done in association with Transport Scotland.

Decision

- 1) To note the report.
- 2) To approve the 2011/12 Revenue budget, as detailed in Appendix 1 of the report by the Treasurer.
- 3) To approve the Capital budget for 2011/12, as detailed in Appendix 2 of the report by the Treasurer.
- 4) To note the indicative Revenue and Capital budgets for 2012/13, as detailed in Appendices 1 and 2 of the report by the Treasurer.
- 5) To note the 15 year capital plan up to 2025/26 as detailed in Appendix 3 of the report by the Treasurer.
- 6) To note that a report would be presented to the next meeting of the Authority to provide confirmation of grant-in-aid funding for 2011/12 and any budget implications.
- 7) To approve the arrangements for reserves as set out in the report by the Treasurer.
- 8) To note the risks identified, as reported by the Treasurer.

(Reference – report by the Treasurer 7 February 2011, submitted.)

4 Treasury Management Activity – Mid-term Review 2010/11 and Annual Investment Strategy 2011/12

A review was provided of the investment activity undertaken on behalf of the Authority during the first half of the 2010/11 financial year and approval was sought for the Annual Investment Strategy 2011/12.

Decision

- 1) To note the continued success of the Treasury Trust Fund.
- 2) To approve the Annual Investment Strategy as outlined in the report.

(Reference – report by the Treasurer 7 February 2011, submitted.)

5 FRB Business Improvement Project – Progress Report

An update was provided on the Business Improvement Project which had been approved in June 2009 with work commenced in September 2009. Progress was provided on the main activities of the project and described the activities which were required to enable the Authority to succeed in gaining the ISO 9001: 2008 Accreditation and the Investors in People accreditation.

Decision

To note the report.

(References – Forth Estuary Transport Authority 19 June 2009; report by the Chief Engineer and Bridgemaster, submitted.)

6 Amendments to Policies, Procedures and Guidelines: Standing Orders, Scheme of Delegation/Pay Modernisation and Harmonisation of Conditions of Service

Details were provided on proposals to commence a programme of work to update or amend the Authority's Standing Orders and the Scheme of Delegation and other policies, procedures and guidelines. There was also a requirement to modernise pay and harmonise employees' conditions of service. The Chief Engineer and Bridgemaster was intending that this major review be completed by April 2013 and further reports would be submitted to the Board.

Forth Estuary Transport Authority
25 February 2011

Decision

- 1) To note the report and to note that further reports would be brought back to future meetings of the Authority.
- 2) To request that the Chief Engineer and Bridgemaster provide information on staffing profiles of the authority, in reporting on these matters.

(Reference – report by the Chief Engineer and Bridgemaster, submitted.)

7 Invitation to New York City Bridges Conference July 2011 and Attendance at the ICSBO Workshop in Copenhagen in May 2011

Approval was sought to allow the Chief Engineer and Bridgemaster to chair a session and present a paper at the bi-annual New York City Bridges Conference and to allow the Chief Engineer and Bridgemaster and in Engineering Services Manager to attend the ICSBO workshop in Copenhagen.

(Information on the conferences would be included in the Bridge website, and for promotional purposes on Bridge events.)

Decision

- 1) To approve the travel overseas to allow the Chief Engineer and Bridgemaster to chair a session and present a paper at the bi-annual New York City Bridges Conference to be held on 25-26 July 2011.
- 2) To approve the travel overseas to allow the Chief Engineer and Bridgemaster and the Engineering Services Manager to attend the ISCBO workshop in Copenhagen during May 2011.

(Reference – report by the Chief Engineer and Bridgemaster, submitted.)

8 Traffic Figures 2010

An update was provided on traffic figures on the Forth Road Bridge during the calendar year 2010. A comparison was also provided with traffic figures from 2006.

Decision

To note the report.

(Reference – report by the Chief Engineer and Bridgemaster, submitted.)

9 Forth Road Bridge Open Week 2011

Following the success of the open week in October 2009, proposals were outlined to hold a similar event in June 2011.

Decision

To approve and welcome the proposals for an open week of the Forth Road Bridge in June 2011.

(Reference – report by the Chief Engineer and Bridgemaster, submitted.)

10 Board Meeting on 29 April 2011/Royal Wedding

The Board was asked to consider a re-scheduling of its meeting on 29 April 2011 in view of this having been announced as the date of the Royal Wedding and also, to consider whether to declare the date as a public holiday for FETA staff. Details were given of decisions taken on the matter by the member authorities.

Decision

- 1) That the meeting scheduled for 29 April 2011 be rescheduled for Wednesday, 27 April 2011 at 2.00 pm.
- 2) To approve Friday, 29 April 2011 as a fixed one-off additional holiday for FETA employees, with staff that were required to work on that day to receive a normal day's pay and a substitute day's leave on an alternative day.

(Reference – report by the Clerk to the Authority, submitted.)

11 Resolution to Consider in Private

The Board, under Section 50(A)(4) of the Local Government (Scotland) Act 1973, excluded the public from the meeting for the following item of business on the grounds that they involved the disclosure of exempt information as defined in Paragraph 14 of Part 1 of Schedule 7(A) of the Act.

12 Suicide Report

The Chief Engineer and Bridgemaster reported on proposals for a research project to look into matters of suicide and any strategies involved for the Forth Road Bridge. The study would involve all relevant agencies and the Forth Road Bridge and with an over-sight from the University of Edinburgh who had expertise in this area of study.

Decision

To note the report and that a future report on the findings of the research would be submitted to the Board.

(Reference – report by the Chief Engineer and Bridgemaster, submitted.)