

Meeting Minutes

Minutes of the Meeting of the Board of Scottish Canals held on 4th May 2017 at 9.30am at The Falkirk Wheel, Camelon, Falkirk

Present:	Andrew Thin	- Chair
	Tanya Castell	- Vice Chair
	Deborah Benson	- Non-Executive Director
	Martin Latimer	- Non-Executive Director
	Steve Dunlop	- Chief Executive
In Attendance:	Nicola Christie	- Head of Legal Services (Secretary)
	Katie Hughes	- Director of Estates and Commerce
	Claire Lithgow	- Director of Finance
	Richard Millar	- Director of Infrastructure
	Josie Saunders	- Head of Corporate Affairs
	Lesley Corr	- Executive Assistant
	Wilma Kelly	- Observer
	Chris Breslin	- Head of Regeneration and Development (item 10 only)
Apologies:	Cathie Bankier	- Non-Executive Director

1. Welcome and Apologies

The Chair welcomed everyone to the meeting. Apologies were received from Cathie Bankier.

2. Declaration of Interests

There were no declarations of interest.

3. Approval of the Minutes from Previous Meeting and Matters Arising

The Board considered and approved the draft minutes of the Board meeting held on 23rd March 2017.

4. Review of Previous Actions

The progress report on actions from the previous meeting was reviewed and closed actions noted. The Scottish Government briefing report on Scottish Canal's Asset Management top 20 projects would be circulated to the Board for information.

5. Corporate Risk Register

The Board reviewed and discussed the Corporate Risk Register including suggestions from the Audit & Risk Committee. The Board debated the timeframe for mitigating risks relating to the implementation of the asset management strategy. The Board agreed that a strategic workshop to discuss corporate risks and risk appetite would be included on the agenda for the next Board meeting to include an informed scrutiny of appropriate corporate risks, planned mitigation and timescales. David Watt, an independent non-executive member of the Audit & Risk Committee, would be invited to attend this workshop.

Action:

A strategic workshop to discuss corporate risks and risk appetite to be included on the agenda for the next Board meeting.

6. Quarterly Business Report

Compulsory Purchase of part of the Forth & Clyde Canal at Port Dundas, Glasgow

As previously reported Scottish Canals had been unable to agree a voluntary transfer of a key part of the Glasgow branch of the Forth & Clyde Canal at Port Dundas. The Minister for Transport and Islands and the Cabinet Secretary for the Rural Economy and Connectivity had been advised that Scottish Canals would progress this matter by using its compulsory purchase powers. A Compulsory Purchases Order (CPO) had been duly served and advertised. One objection from the landowner had been received. Scottish Government confirmed that a Public Local Inquiry would be held and Scottish Canal's Statement of Case was required to be submitted by 31st May 2017. Scottish Canals would be advised of the timing of the Public Local Inquiry once a Reporter had been appointed. This did not

preclude entering into further dialogue with the landowner to negotiate a voluntary transfer of the waterspace and discussions were ongoing.

Pension Update

The consultation in relation to the proposals for a new, compliant defined contribution benefit scheme had concluded with auto-enrolment commencing with effect from 1st August 2017. In accordance with best practice a pensions group involving the provider, staff and TU representatives would be set up with appropriate training of participants to ensure informed and constructive discussion of pension planning. The Board would continue to be updated on the cost implications in providing a competitive pension offer as a valued benefit for employees.

Key Performance Indicators (KPIs)

The Board noted progress as anticipated in accordance with the Business Plan for 2016/17 of all corporate and strategic KPIs with the exception of the financial strategy. The Board remained concerned regarding the challenges of Scottish Canals' achieving a long-term financial sustainability strategy given the on-going public sector one year budget cycle. The Board agreed that a workshop should be added to the agenda for the next meeting to discuss key issues and scenario planning to inform Scottish Canals' financial sustainability strategy including a communications strategy for Scottish Canals' agreed target audience.

Action:

A strategic workshop to discuss financial sustainability to be included on the agenda for the next Board meeting.

The Board also noted the competent handling of unplanned asset closures during the quarter.

7. Quarterly Finance Report

The Board considered the fourth quarter finance report covering the period to 31st March 2017. The Board noted that cashflow remained challenging but manageable with rigorous management.

The Board congratulated the Executive team for achieving target spend of the operational capital budget for 2016-17. It was noted that the profile of works was weighted towards the last quarter of the financial year in order to minimise the operational impact of canal closures. The Board acknowledged the hard work of the operational delivery teams to ensure works were completed within the financial year.

8. Quarterly Health and Safety Report

The Board reviewed the Q4 Health and Safety report. The Board acknowledged that the investment in Health & Safety resources was noticeable in a positive report with favourable benchmarking. The Board noted progress on the national and local area action plans and that appropriate actions were being undertaken to ensure the current amber action was moving towards green. The Board also noted the positive findings of a Scottish Canals wide Health & Safety survey with a high uptake from staff. The Board agreed it was very useful to understand staff sentiment and further noted the benefit of highlighting areas requiring awareness raising to be progressed by the Executive team.

9. Health and Safety Policy, Strategy and Corporate Action Plan 2017 / 18

As a matter of good governance the Board reviewed Scottish Canals' Health & Safety policy, strategy and action plan annually. The Board considered and approved the Health & Safety policy, subject to a revision to clarify the use of respiratory equipment. The revised Health & Safety strategy and action plan for 2017/18 were also considered and approved. The Board was assured that the action plan for 2017/18 was deliverable, following the investment in Health & Safety resources.

The Board was further assured that the Executive team would implement appropriate training and internal communication of the Board's continuing commitment to Health & Safety.

10. Glasgow Canal Project Update

Chris Breslin, Head of Regeneration and Development, joined the meeting to provide an update of the significant regeneration and place-making progress made by Scottish Canals, as a catalyst and facilitator working collaboratively with public and private sector partners, to transform North Glasgow in the vicinity of the Forth & Clyde Canal.

The active promotion of a diverse range of economic activity and public realm improvements across Port Dundas/Sighthill; Speirs Locks; Applecross to Firhill and Maryhill had led to cultural, sporting and leisure, green and blue space and residential development with significant potential for further development. A canal-side outdoor urban gym, landscape links and Living on Water moorings at Speirs Wharf; the launch of 100 Borron Street as a mixed use business park for innovative and creative businesses adjacent to the Pinkston Paddlesports, a community paddlesports centre offering unique urban watersports facilities including Scotland's only artificial whitewater course and wakeboarding centre have contributed to the aim of enhancing the quality of life, health, well-being and employment opportunities for people in North Glasgow thereby decreasing deprivation across the area by creating a vibrant local and city destination.

Scottish Canals, Scottish Water and Glasgow City Council, working collaboratively as the Metropolitan Glasgow Strategic Drainage Partnership (MGSDP) were developing the North Glasgow Integrated Water Management System (NGIWMS) as a key project. This efficient, collaborative and green approach to surface water management and treatment for its ultimate disposal into a section of the Forth and Clyde Canal could provide an innovative drainage solution to unlock major development in North Glasgow.

The Board commended the vision, creativity and capacity of Scottish Canals, working in partnership with Glasgow City Council, to use the canal as a catalyst to unlock significant third party partnership funding for regeneration and place-making. It was noted that the model could be replicated at other canal-side destinations for local and national benefit. The presentation would be circulated to the Board for reference.

11. Any Other Business

Diversity Survey

The Vice Chair would seek the views of the Board to contribute to a current survey to assess diversity in the Boardroom.

Date of Next Meeting

The next meeting would be held on 26th June 2017 in the Blueprint Conference Room at The Falkirk Wheel.

Signed Andrew Thin Date