TRANSPORT, INFRASTRUCTURE AND CLIMATE CHANGE COMMITTEE

AGENDA

3rd Meeting, 2007 (Session 3)

Tuesday 11 September 2007

The Committee will meet at 1.00 pm in Committee Room 2.

1. **Declaration of interests:** Shirley-Anne Somerville MSP will be invited to declare any relevant interests.

2. **Scottish Government priorities for transport:** The Committee will take evidence from —

   Stewart Stevenson MSP, Minister for Transport Infrastructure and Climate Change.

3. **Abolition of Bridge Tolls (Scotland) Bill:** The Committee will take evidence on the Bill at Stage 1 from -

   David Patel, Deputy Director, Transport Directorate, Chris Rogers, Team Leader, Tolled Bridges, Keith Main, Policy Advisor, Tolled Bridges, Scottish Government.

   and then from

   Alastair Andrew, General Manager and Bridgemaster, and John Connarty, Forth Estuary Transport Authority; and John Crerar, Bridgemaster and David Dorward, Treasurer, Tay Road Bridge Joint Board

   and then from

   Stephen Boyd, Assistant Secretary, Scottish Trades Union Congress and Sandy Smart, Regional Industrial Organiser, Transport and General Workers’ Union – UNITE.

4. **Abolition of Bridge Tolls (Scotland) Bill - witness expenses:** The Committee will be invited to delegate responsibility to the Convener for payment of any witness expenses incurred during the Committee’s consideration of the Bill.

5. **Appointment of a Budget Adviser:** The Committee will consider appointing a budget adviser to assist in its consideration of the Scottish Budget.
The papers for this meeting are as follows:

**Agenda Item 2**
Private paper from the Clerk  
TIC/S3/07/3/1 (P)

**Agenda Item 3**
Private briefing paper  
TIC/S3/07/3/2 (P)

**Agenda Item 4**
Note from the Clerk  
TIC/S3/07/3/3

**Agenda Item 5**
Paper from the Clerk  
TIC/S3/07/3/4
ABOLITION OF BRIDGE TOLLS (SCOTLAND) BILL

WITNESS EXPENSES

Background
1. Under Rule 12.4.3 of the standing orders, the Committee may arrange for payment of expenses incurred by any witness invited to give evidence at a Committee meeting. Reimbursement is entirely at the discretion of the Committee.

2. The witness expenses scheme was established by the Parliament on 6 July 2000 (motion S1M-1086) and sets out the categories of claim that may be considered.

Action
3. The Committee is invited to delegate to the Convener responsibility for arranging for the SPCB to pay, under Rule 12.4.3, any witness expenses which arise during the Committee’s consideration of the Abolition of Bridge Tolls (Scotland) Bill. However, in the event of the Convener rejecting a claim, it will be referred back to the Committee for consideration.

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TRANSPORT, INFRASTRUCTURE AND CLIMATE CHANGE COMMITTEE

11 SEPTEMBER 2007

APPOINTMENT OF A BUDGET ADVISER

Introduction

1. At its first meeting on 19 June 2007, the Transport, Infrastructure and Climate Change Committee agreed in principle to appoint a budget adviser to assist in its scrutiny of the Scottish Government’s budget for 2008-09. This matter was further discussed at the Committee’s awayday in August. This paper invites the Committee to formally agree to the appointment of an adviser and to agree a potential remit and person specification.

Background

2. As members will be aware, this is a spending review year (the spending review having been postponed from 2006). It would normally be expected that the outcome of the UK spending review would be published in July, and the Scottish Government to follow with a Scottish spending review document in September and a Draft Budget for 2008-09 published by beginning of October 2007. The Chancellor has announced that the outcome of the UK spending review will be delayed until the autumn – possibly as late as mid-October.

3. The Cabinet Secretary for Finance and Sustainable Growth has previously announced that the Scottish spending review statement is, therefore, expected to be delayed until around mid-November, with the 2008-09 Draft Budget being published shortly thereafter. The Committee’s scrutiny of the budget is likely to take place in late November and early December 2007. It is therefore suggested that the Committee should begin the appointment process now to ensure that an adviser is in place in advance of the budget scrutiny process.

4. The committee is required to identify the need for adviser, and to agree a potential remit and person specification for the post. Once the committee has agreed its approach, it submits its proposal to the Parliamentary Bureau for approval. Following Bureau approval, a further paper will be put before the Committee which will include a list of candidates and background information. The committee will be invited to agree candidates in order of preference, following which the clerks will approach the preferred candidate to accept the offer.

Potential remit and adviser specification

5. The Committee members discussed briefly at the recent awayday the potential difficulty in identifying an adviser with the knowledge and experience to assist in its scrutiny of the range of budget proposals covering transport, infrastructure
and climate change. Members indicated that they would prefer to appoint one adviser to concentrate solely on road and rail transportation issues. The Clerks have prepared a draft adviser specification based on this approach and this is attached at Annex A.

6. Members will note that the specification sets out the range of adviser duties as well as a person specification. A period of appointment lasting no longer than 15 days has been suggested.

Recommendation

7. The Committee is invited to consider this paper, and to agree—

- to appoint an adviser to assist its budget scrutiny;
- that the adviser should be asked to concentrate solely on road and rail transportation issues;
- the terms of the adviser specification; and
- to the Clerk submitting a paper to the Parliamentary Bureau seeking approval to proceed with the adviser appointment.

Steve Farrell
Clerk
Transport, Infrastructure and Climate Change Committee
September 2007
TRANSPORT, INFRASTRUCTURE AND CLIMATE CHANGE COMMITTEE

Appointment of Adviser to assist its consideration of the Scottish Government budget for 2008/09

Specification for Appointment

Background

The Transport, Infrastructure and Climate Change Committee is required to consider the elements of the Scottish Government’s budget for 2008/09 which are within its remit, and report to the Finance Committee.

The Committee agreed on 11 September 2004 to seek an adviser to assist its consideration of the sections of the Scottish Government’s budget which relate to road and rail transportation issues. Terms of reference for the post are attached below.

The Committee will be required to report to the Finance Committee by the end of December 2007. The Committee’s adviser will be required to provide input as part of the Committee’s consideration of the budget during the period before that deadline.

Adviser duties

The Adviser will:

- Assist in setting out a framework for gathering evidence;
- Assist in the identification of relevant witnesses;
- Prepare draft lines of questioning for witnesses;
- If necessary, brief the Committee on particular aspects of the budget as it relates to road and rail transportation issues;
- Sift the evidence gathered;
- Analyse the findings;
- Draft the Committee’s response to the Finance Committee by an agreed deadline;
- Provide specialist expertise to clarify any ad hoc enquiries from the Convener and other Committee members during the course of the budget scrutiny;
- Meet with Clerking and SPICe staff, in Edinburgh, to discuss progress; and
- Liaise with the standing adviser to the Finance Committee as appropriate.
Person specification

The Adviser must:

- have extensive experience in government finance in Scotland as it relates to road and rail transportation issues and have knowledge and understanding of the relevant policy issues. He or she should understand the construction of the budget within the Scottish Government, and also the principles behind the allocation of funding for transport projects in terms of both capital and operating costs.

- be able to demonstrate credibility in the subject area. It is preferable that, if an academic, he or she should be recently published in the field.

- have proven analytical and interpretative skills and the ability to deal with evidence from a wide range of sources.

- have good communication skills and the ability to present and disseminate data in an accessible style. An ability to deal accurately with follow-up queries and offer clarification and explanation is essential

- be able to demonstrate that he or she has the time to undertake the work

- be able to maintain absolute confidentiality about the matters under consideration or which come before them.

As an expert in the field, he or she may have had an involvement with the main agencies involved in developing or managing major transport projects. However, the adviser should not currently be wholly involved with the Scottish Government or associated agency or be set to gain from any project which may be the subject of Scottish Government funding via the 2008/09 budget. The successful candidate will be required to declare interests, pecuniary or otherwise, in advance of commencing employment.

Time commitment

It is estimated that the role and workload of the adviser should be completed within 15 days. The Adviser will be required to attend Committee meetings on Tuesday afternoons and meet with Clerking and SPICe staff in Edinburgh as appropriate.

Reporting arrangements

The adviser would report to the Committee through the Clerk.