

**Minutes of ScotRail Trains Limited (“ScotRail”) Board
 held on Friday, 31 March 2023
 1600 – 1615
 Microsoft Teams**

Present: David Lowrie (DL) – Chair
 Joanne Maguire (JHM) – Chief Operating Officer
 Derek Marchant (DM) – Finance Director
 David Lister (DML) – Safety, Engineering and Sustainability Director
 Emma Dixon (ED) – Non-Executive Director and Company Secretary
 Nick Brown (NB) – Non-Executive Director

In attendance: David Ross (DR) – Communications Director

Apologies: Alex Hynes (AH) - Managing Director, Scotland’s Railway
 Lesley Kane (LK) – Commercial Director

Item No	Item	Action
1.	<p>Welcome and Quorum</p> <p>The Chair welcomed all to the meeting and noted it was quorate.</p>	
2.	<p>Declarations of Interest and Conflicts of Interest</p> <p>No new declarations of interest or conflicts were noted.</p>	
3.	<p>Approval of ScotRail Budget for 2023/24, Rail Periods 1, 2 and 3</p> <p>The Chair noted that the Board of Scottish Rail Holdings Limited (“SRH”) had met the previous day and decided that it was not in a position to approve a full year budget for ScotRail without a supporting business plan. He explained that, as an interim measure, the SRH Board had agreed to discuss and approve a budget for the first quarter of the financial year later today, to provide time for ScotRail to submit a budget for the 2023/24 financial year.</p> <p>Therefore, the purpose of today’s special meeting of the Board is to approve a budget for ScotRail for that period for submission to SRH.</p> <p>Derek Marchant presented the ScotRail budget paper and explained that it sets out ScotRail’s requested allocation for Resource Departmental Expenditure Limit (“RDEL”) of £109.2M for the first 3 rail periods of the 2023/24 financial year. The Board discussed the paper and issues raised in full.</p> <p>The Board was reminded that approval was being given for RDEL funding only. ScotRail’s Capital Departmental Expenditure Limit</p>	

	<p>(“CDEL”) funding budget for 2023/24 remained unresolved with the action on ScotRail to deliver a prioritised list to SRH.</p> <p>It was further noted that the version of the ScotRail budget set out in the paper included a reallocation of certain small renewals from RDEL to CDEL. The Board agreed to consent to this change, there being no overall impact on the total budget request.</p> <p>The Board noted the paper and approved the submission to SRH of a budget allocation for ScotRail of funding of up to £109.2M for 2023/34 rail periods 1, 2 and 3.</p>	
<p>4.</p>	<p>AOB</p> <p>No other items of business were raised.</p>	
	<p>The Chair declared the meeting closed at 16.25.</p>	