WINCHBURGH
DEVELOPMENTS LIMITED

STAKEHOLDERMEETING - Wednesday 18th June 9.00AM – 10.00AM

Chair:	John Hamilton (JH)	WDL
Present:	**[Redacted]**	WDL
	[Redacted]	WDL
	Stewart Carlile (SC)	WC
		C

Jim Fairlie (JF)	MSP
[Redacted]	Scottish Govt
Cllr Lawrence Fitzpatrick (LF)	WLC
Cllr Susan Mannion (SM)	WLC
Cllr Tom Conn (TC)	WLC
Graham Hope (GH)	WLC
[Redacted]	WLC
[Redacted]	WLC
Steve Wallace (SW)	SWECO
[Redacted]	NR
[Redacted]	NR
[Redacted]	TS
[Redacted]	TS

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Apologies: **[Redacted]** ScotRail

1. Winchburgh Stakeholder Meeting Summary - Winchburgh Railway Station Project

1. Welcome and Introduction

The Minister welcomed everyone to the meeting and thanked them for attending.

2. Progress Update

2.1. Steve Wallace of SWECO presented on the key findings from the draft of the Outline Business Case for the Winchburgh railway station (OBC). Key findings were:
[Redacted Regulation 10(4)(d)]

2.2. The draft OBC had been submitted to Transport Scotland for a robust review.

2.3. A planning application had been submitted and is expected to be determined in August 2025. At the date of the meeting, no objections had been received and there had been a number of letters of support. The design submitted to planning included a 100 space car park, with future- proofing for 200 spaces.

2.4. A design and construction programme had been prepared by NRand was ready to be implemented, pending planning and funding confirmation.

2.5. The target opening date for the station was set for late summer 2027.

2.6. After having been identified as the primary funding route, a report had been submitted to the City Region Deal Joint Committee meeting on 6 June 2025 and, while there would be support for any application, it was noted that any application would have to go to the Scottish Government for determination.

2.7. The Minister congratulated the team on the progress in such a short time period and noted the strong support from local authorities, stakeholders and politicians. He confirmed that the Scottish Government was not in a position to directly fund the station as no new money was available but would support the application process through the City Region Deal.

3. Risks, Considerations & Opportunities

3.1. Funding for the project remained the key outstanding issue. Design continuity and the construction programme is dependent on securing financial backing for the project.

3.2. Concerns were also raised about whether the design included sufficient parking capacity and allowed for suitable future expansion. It was noted that a comparison against other rail stations was included in the OBC. The parking policy was also discussed.

3.3. Local Councillors discussed the potential displacement effects from other rail stations. It was noted that this was included in the OBC analysis and virtually no displacement occurred.

3.4. There was also discussion of the EV charging infrastructure that may be required and may provide an additional source of revenue.

4. Next Steps/Actions

4.1. Determination of the Planning Application (expected in August)

4.2. Response from Transport Scotland's review of the OBC (expected in August).

4.3. Prepare and submit a City Region Deal funding application in order to be discussed and approved at the Joint Committee meeting on 5 September 2025.

4.4. Continue stakeholder engagement and maintain momentum of the design and construction programme.

4.5. Explore alternative funding options and clarify eligibility criteria for infrastructure funds.

4.6. The Minister would look at whether existing funds for infrastructure/house building that are unused could be made available to support the project.

4.7. WDL to forward copy of the business slides to all attendees.

Next Meeting: TBC September

1. WINCHBURGH
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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *18

Wednesday 17th December 10.30am – 11.30am – on Teams

Chair: Stewart Carlile (SC) WCC

Present: John Hamilton (JH) WDL
[Redacted] WDL
[Redacted] WDL

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	[Redacted]	PCCA
	Steve Wallace (SW)	Sweco
		NR
		TS
		SEStran
		City Region Deal
Apologies:	**[Redacted]**	Network Rail
		City Region Deal
		Scotrail
		WLC
		TS
		WLC
		NR
		CRD

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1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to this shorter meeting before end of year		
2	**Minutes from Previous Steering Group Meeting**		
	[Redacted] name misspelled, otherwise approved.	**[Redacted]** to amend	ASAP
3	**SG Application Process**		
	No application update so far. The email circulated prior to the meeting by **[Redacted]** was noted. It was also noted that the mandatory period for responding to correspondence had not expired.		

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4	**Business Case Updates**	**Action**	**Date**
	SW noted that Systra modelling going well, but they need to address an 'overcrowding' issue. As a reminder, SW noted that the new modelling took into account the new ScotRail pricing policy of no peak fares. SW that this produced **[Redacted Regulation 10(4)(d)]**	SW	23 December 2025
	SW also shared a draft response document that was to address the queries on the OBC raised by TS.		
	[Redacted Regulation 10(4)(d)]		
	SW noted that he was preparing this document/package of information alongside Systra and was targeting circulating the pack by 23 December 2025.	SW	23 December 2025
	JH asked about the TS comment querying the assumption on the level of fare to be charged at the station. SW understood that this was still being discussed but would not result in a significant change.		
	SC asked about the rebasing of the model. SW reported that Systra believed this was straightforward and could be provided for a FBC if required.		
5	**TS IDM Process – Update**		
	[Redacted] noted IDM checklist and request for presentation has been submitted to the TS CEO. **[Redacted]** noted he is now awaiting a date to be allocated for the IDM, expected early in the New Year.	TS	
	[Redacted] noted that he had begun preparing the IDM paper to be submitted ahead of the IDM included detail on: (1) the capital costs, including the cost of EV charging infrastructure, (2) the introduction of ScotRail services, and (3) operational costs. This is submitted prior to the meeting which will allow for follow-up questions to be asked and answered to ensure all information was available at the meeting.		

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6	**Planning (Satisfaction of Conditions)**	**Action**	**Date**
	A tracker of the planning condition has been prepared and is being managed by **[Redacted]** (of NR) and **[Redacted]** . Two meetings have also taken place between WDL and NR.		
	It was noted that the bio-diversity plan was due to be submitted by 26 January 2026. It was noted that NR would produce the first draft and a meeting would be arranged with **[Redacted]** (WLC) before the submission date.	WDL	January
7	**Implementation Structure**		
	[Redacted Regulation 10(5)(f)]	**[Redacted]**	22 December 2025
	[Redacted Regulation 10(5)(f)]		
	[Redacted Regulation 10(5)(f)]	WLC	January 2026
	[Redacted Regulation 10(5)(f)]		
8	**PR/Joint Statement**		
	It was noted that no further statement was planned at this time. **[Redacted]** noted that if any response was received from SG in relation to the funding request, WLC would notify the group and draft a press statement for comment.		

9	**AOB**		
	[Redacted] noted that he will be available through the Christmas period should any information be required ahead of the Scottish Government's budget on 13th January 2026.		
	Meeting finished at 11.05am **Next meeting Wednesday 28th January 2026 -10.30am to 12.00pm**		

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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *17

Wednesday 26th November 10.30am – 12.00pm

Chair:	Stewart Carlile (SC)	West Coast Capital
Present:	John Hamilton (JH)	WDL
	[Redacted]	WDL
	[Redacted])	WDL

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[Redacted]	PCCA
	WLC
Steve Wallace (SW)	SWECO
[Redacted])	NR
[Redacted]	City Region Deal

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Apologies:	Matthew Spence	Network Rail
	(MS) **[Redacted]**	Network Rail
		Scotrail
		SEStran
		WLC

1. WINCHBURGH DEVELOPMENTS LIMITED

1	Welcome and Introduction	Action	Date
	SC welcomed everyone to the meeting attending in person and online		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**SG Application Process**		
	SC congratulated everyone on the submission of the funding request to Scottish Government and thanked everyone involved for there efforts before asking what the next steps in the process were. **[Redacted]** confirmed that there was not a formal process. The request had sent to the First Minister and that he had received a response confirming the case reference number. **[Redacted]** noted that she thought Ministers have 20 working days to respond to correspondence – **[Redacted]** would confirm. It was also noted that the Scottish Parliament is closed 20th December to 4th January, that the budget was on 13th January and that purdah would begin in late March. It was agreed that no action would be taken by the Steering Group until after the Scottish Government's budget.	**[Redacted]** to confirm response period.	
	[Redacted] also thanked everyone for their input and joint effort to get funding application sent.		
	[Redacted] asked about the costs included in the request and, if there was a delay in the decision-making, whether these could be revisited as they were based on a 2027 completion. **[Redacted]** accepted that the figures were at a point in time and noted that these were the high side budget figures. JH also noted that the value engineering would also be relevant and was still to be understood. **[Redacted]** noted that a decision before the end of March would allow design work to start. **[Redacted]** confirmed that once application has been granted you will not be able to increase amount.		
	SC noted that if a decision was not made before purdah, the Steering Group would have to review its options.		

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4	Business Case Updates	Action	Date
	SC noted that a call had taken place with Transport Scotland to discuss its comments on the OBC and that SW had prepared a note addressing these that had been included with the funding request.		
	SW gave an update on the high-level responses and that an addendum to OBC will be prepared to address these (noting that the body of the report will not change). SWECO and Systra are preparing quotes for WLD and are targeting completion of the works before Christmas.		
	SW noted that most responses will be dealt with the in FBC. **[Redacted Regulation 10(4)(d)]** NR noted that all its recent stations had been delivered within budget (Robroyston was delivered by ScotRail). **[Redacted]** suggested a further conversation with TS on this before being presented to IDM.		
	SW also noted that it had been requested that the assessment be rebased to the new Base Year. **[Redacted]** noted that this was not in place when the modelling began and it would be unfair to change this. SW noted he would raise this with TS.		
	SC noted that there was a comment about the proposed fees being "too cheap" and asked whether this would be taken into account through the new analysis of the removal of peak fares. SW said he would check this as part of his review.		
5	**TS IDM Process - Update**		
	[Redacted] provided an update on the IDM process. He noted that it was his understanding that this would only apply to operational expenditure and not capital expenditure. As a result, the business case made a strong case for the approval of the station.		
	[Redacted] noted that a paper would go to IDM in January 206 to approve the operation and fit-out costs and that this will be a closed/private IDM. The next steps will be for a pre-IDM paper to be prepared for submission to the members ahead of any meeting once the OBC Addendum has been finalised.		

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5	**TS IDM Process – Update (continued)**	**Action**	**Date**
	[Redacted] asked about the CRD process and how any successful request would work. **[Redacted]** noted that there was no specific process for an application of this kind and that it is highly unlikely that the deal would be expanded.		
	[Redacted] asked about timing and dates. **[Redacted]** noted that these were normally held on the same days as the SMT dates with a two-week lead in period that included requests for supplemental documentation.		
6	**Planning (Satisfaction of Conditions)**		
	[Redacted] detailed the suspensive conditions to the planning consent and the timing for satisfying these conditions. **[Redacted]** noted that there were plans in place for dealing with all of these.		
	[Redacted] queried working hours condition. It was noted that this had been a standard condition for infrastructure works in Winchburgh and open consultant and information sharing with WLC as to the actual hours required and management and information delivery to the local residents allowed work to go ahead.		
	It was noted that additional ground investigation would be required before work started and that this would need to be added to any programme.		
7	**Implementation Structure**		
	[Redacted Regulation 10(5)(f)]		
	[Redacted Regulation 10(5)(f)]	**[Redacted]** to start preparing a draft.	

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8	**PR/Joint Statement**		
	No current action		
9	**AOB**		
	[Redacted] meeting NR next week to discuss planning conditions and agree actions for closing out		
	[Redacted] suggested meeting with SW and TS if further information was required.		
	[Redacted] is to arrange a shortened meeting before Christmas on Teams – 17th December same start time	**[Redacted]** to add another meeting	Done
	Meeting finished at 12.00pm **Next meeting now Wednesday 17th December -10.30am to 11.30am**		

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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *16

Wednesday 29th October 10.30am – 12.00pm

Chair: Stewart Carlile (SC) West Coast Capital

John Hamilton (JH) WDL

[Redacted]) WDL

[Redacted]) WD

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[Redacted]	PCCA
[Redacted] **WLC**	
Steve Wallace (SW)	SWECO
[Redacted] NR	
	TS
[Redacted] SEStran	
[Redacted]	City Region Deal
Matthew Spence (MS)	Network Rail
[Redacted]	Network Rail
	City Region Deal
Apologies:	Scotrail
	SEStran
	TS
	WLC

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1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting attending in person and online and gave apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**Update on progress on Planning Application**		
	It was noted that the MSC Planning Application had been granted on 27th October 2025. SC noted it was an important step and thanked all those involved for their efforts to deliver this.		
	[Redacted] noted working hour restrictions in Condition 9. **[Redacted]** advised that this was standard that WDL had received on several occasions and that WLC had been flexible in previous road and rail projects as long as they are given sufficient notice of works, usually at least two weeks' notice or more.		
	It was noted that the CEO of Transport Scotland and Mr Fairlie would be made aware of the progress.		

4	**Business Case**		
	It was noted that full comments and review from TS was still awaited. It was also noted that an email from TS had been received with nine comments, however these were described as 'headings' only. **[Redacted]** noted that there were work capacity issues within TS and asked **[Redacted]** to continue to help support receipt of comments. She noted that cases are dealt with by TS when they are received and that Winchburgh was receiving no better or worse support that any of the "standard" projects. SC noted that the timescales provided by TS had not been achieved and that this was applying pressure to the programme and was now critical. SW noted that he cannot judge how long any further updates will take of the OBC until formal response has been received from TS. It was agreed that clarity on timescales would be requested from TS in the w/c 3 November if a response had not been received.		
	[Redacted] also noted that the IDM report on Winchburgh Station was awaited and was required to clarify how the OBC will be presented and signed off.		
	SC noted that previously, it had been discussed that a submission of a request for funding to the Scottish Government cannot be made by WLC unless is had been approved by the Council Executive and he noted that, given no response had been received from TS, it is unlikely this could be presented to the next meeting on 11 November. He further noted that the next meeting would be 9 December. **[Redacted]** noted that, upon review, delegated authority had been granted by the Executive Committee to enable the funding request to be submitted by WLC and the requirement for approval at an Executive Committee meeting was no longer a constraint.		
	SC noted that the comment most likely to require additional modelling work related to the impact of flat fares. However, if reference could be made to the rationale for bringing in the flat fare regime and the results from the short period when they were previously in force while additional modelling work was being carried out, this could be sufficient in the short term. The other bullet points were also discussed including the analysis of the impact to bus routes and the size and ownership of the mobility hub.		

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	SC asked whether an OBC approved by TS was required to make the funding submission? **[Redacted]** noted that this was a unique process. **[Redacted]** noted that full BC was attached to the Dunfermline CRD application. **[Redacted]** proposed that the submission should be made within the next two weeks and a deadline for the receipt of information to be included within the submission should be set. **[Redacted]** both supported the CRD 'request' being made with the current draft OBC.		

	It was agreed that the deadline for information received to be included in the funding request would be 31 October. SW would prepare a response to the nine points received from TS so far and keep the response as a separate 'addendum' to the draft OBC. The preparation the funding request would target a 12 November date. SW would then prepare the additional work required to satisfy the nine points raised by TS for subsequent submission.		
5	**SG Application Progress**		
	It was noted that **[Redacted]** had prepared a draft funding request for submission and that this had been updated by WDL and NR. **[Redacted]** agreed to review the current draft imminently. It was acknowledged that there were still pieces of information outstanding.		
	WDL agreed that it would review the programme assumptions to allow NR to comment/fix costs for the application. It was agreed that the application should refer to the full cost of the project and the contributions to the project made by others.		
	[Redacted] noted that he would prepare a covering letter and that WLC would draft joint press statement.		
6	**Implementation Structure**		
	[Redacted Regulation 10(5)(f)]		
	[Redacted Regulation 10(5)(f)]		
	[Redacted Regulation 10(5)(f)]		

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8.	**AOB**		
	[Redacted] noted that the wrong name had been attributed to **[Redacted]** on the photo included with the planning press release. SC reminded everyone that as this was a story of public interest, everyone needed to be aware of what was being published.		
	Meeting finished at 11.50am **Next meeting Wednesday 26th November -10.30am to 12.30pm**		

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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *14

Wednesday 24th September 10.30am – 12.30pm

Chair:	Stewart Carlile (SC)	West Coast Capital
Present:	John Hamilton (JH)	WDL
	[Redacted]	WDL
	[Redacted]	PCCA
	[Redacted] on teams	WLC

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	[Redacted]	WLC
	Steve Wallace (SW)	SWECO
	[Redacted]	Scotrail
	[Redacted]	NR
	[Redacted]	TS
	[Redacted]	SEStran
	[Redacted]	Network Rail City Region Deal
Apologies:	**[Redacted]**	Network Rail
	Matthew Spence (MS)	City Region Deal
	[Redacted]	Network Rail
		WLC
		WLC
		SEStran
		TS
		WDL

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1. DEVELOPMENTS LIMITED

1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting attending in person and online and gave apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**Update on progress on Planning Application**		
	It was noted that Network Rail is finalising the updated Bio-Diversity Plan and will circulate it this week, with a targeted submission date of 26th September.		
	The response from the contaminated land officer was noted. There were still some actions to update the desktop report related to the pit and lift shaft information. The need for further intrusive works was discussed and it was proposed that a request be made to include such works as a condition of any planning permission.		
	It was noted that the SUDS infrastructure would, ultimately, be adopted by Scottish Water. The timing of this was still to be confirmed, as is the timing of housing on this site.		
	Noted that, in order to submit the funding request to the next WLC Executive Board, the planning would need ot be issued by 17 October.		

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4	**Business Case**		
	It is understood that there was an internal deadline of 22 August for comments. SW has been checking progress with TS and his feedback was that everything will be reviewed and comments made in the next two weeks i.e w/c 6th October.		
	It was noted that if there is additional work required, this could be included as an addendum to the report. It was understood that the effect of flat fares would be required. It was noted that the only information available was from the trial period**[Redacted]** offered **[Redacted]** to update on the impact of flat fares replacing peak fares.		
	[Redacted] asked what the "pre-requisites" IDMB Board need. **[Redacted]** noted that she had already submitted a form to go to the IDM Board to confirm whether there was sufficient information to request a date and, if not, what was required. **[Redacted]** explained that the OBC will go to the IDMB noting that a funding application is in the process of being made to the Scottish Government (through the CRD structure) and, while a full approval would require a decision on funding, there could be a final decision on a shorter timescale with FBC being dealt with as update for final sign off.		
5	**SG Application Process**		
	It was noted that **[Redacted]** had shared with WDL a draft application form and that WDL had updated it with information available to it. It was noted that, in order to complete the form fully, NR input would be required. It was also noted that there was no formal procedure or format for such a request.		
	It was noted that planning would need to be granted and that the business case would have to be finalised ahead of any submission of a funding request to the WLC Executive Committee. If comments were not forthcoming, it was noted that there are further Executive Committee meetings on 11/11 and 9/12. It was further noted that the Elected Members had asked for further updates to the business case once it was available.		

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6	**Implementation Structure**		
	[Redacted Regulation 10(5)(f)]		
	[Redacted Regulation 10(5)(f)]		
	Meeting to be arranged between NR, WDL and WLC on the implementation structure	**[Redacted]** to arrange meeting	Meeting held on 3rd October
7.	**PR/Joint Statement**		
	It was noted that, before the issue of any planning determination by WLC, a draft statement would be circulated for comment.		
8.	**AOB**		
	It was noted that the "at least £50m" from SG in the CRD was not prescriptive and that no one was aware of the CRD having gone through the Committee Stage of the SP (which finance arrangements that have a liability across parliaments have to).		
	It was noted that a response to the letter to the First Minister was still awaited. However, until there was a determination on the planning application, there was little value in seeking a response.		
	It was noted that community engagement is being managed pending any planning determination.		
	SC noted the announcement of an EV fund and that it appeared WLC would be a beneficiary. He queried whether this could be used for the EV charging points at Winchburgh rail station. **[Redacted]** would check with **[Redacted]** stated that he did not think there would be money available.	**[Redacted]** to check re	

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		EV Fund	

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	Meeting finished at 11.50am **Next meeting Wednesday 29th October 10.30am to 12.30pm**		

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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *14

Wednesday 27th August 10.30am – 12.30pm

Chair:	Stewart Carlile (SC)	West Coast
Present:	**[Redacted]**	WDL
	[Redacted]	PCCA
	[Redacted]	WLC
	Steve Wallace (SW)	SWECO
	[Redacted]	on teams Scotrail
	[Redacted]	on teams NR
	[Redacted]	TS
	[Redacted]	on teams SEStran
	[Redacted] On Teams	Network Rail
	[Redacted] On teams	City Region Deal

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Apologies :	**[Redacted]**	Network Rail
	Matthew Spence (MS)	Network Rail
	John Hamilton (JH)	City Region Deal Network Rail
		WD
		L
		WL
		C
		SEStran

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1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting attending in person and online and gave apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**Update on progress on Planning Application**		
	[Redacted] gave an update on the responses to the queries from WLC planning. He noted that work on the flooding requirements was being undertaken by Sweco and would be available shortly. He also noted that the biodiversity work was underway but that would take a couple of weeks. Contaminated land comments	Meeting with WLC	2 October 2025
	It was noted that extensive comments had been received from the contaminated land officer after the deemed determination date. **[Redacted]** noted that it would take 8 – 10 weeks to complete these works and would also require an amendment to the agreement between WDL and NR to fund these works. It was noted that this largely was due to the red line border included to maximise the flexibility for the land use on Block T/T1 and the location of the car park.		
	SC noted that, once legals and holidays were taken into account, the determination date would be pushed into 2026 and would have significant implications on the programme as the funding application could not take place until after a planning determination.		
	[Redacted] queried whether it was possible to condition the site and require the additional work to be carried out before other construction works. **[Redacted]** undertook to speak to **[Redacted]** (the planning officer in charge of the application) about whether this would be an acceptable solution.	**[Redacted]** to speak to**[Redacted]**	ASAP

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4	**Application for Funding**		
	[Redacted] confirmed that the next WLC executive meeting was on 7 October and it was intended to present the application for funding at that meeting.		
	[Redacted] confirmed that papers would need to be ready a week before meeting and also confirmed that these papers couldn't be shared beforehand as it was an internal document. **[Redacted]** also confirmed that extending the WLC role as co- promoter would be part of the report.		
5	**Business Case**		
	[Redacted] confirmed that the TS Analysis Team have reviewed the **[Redacted]** and will be back in contact in due course. The initial comments related to there not being a worse case scenario and that the removal of peak fares across the network had not been included in the modelling. However, this may be able to be dealt with as an addendum to the business case rather than require significant changes.		
	It was noted and confirmed that WLC would be adopting the car park. However, it would not adopt the infrastructure linked to any EV charging points. It was noted that there was some work being done by the South East region to tender an operator and there may be an announcement on this prior to the car park being developed.		
	It was noted the current business case cannot go to a final IDM decision until funding has been approved. But the final IDM may not be a full IDM due to the proximity of the initial approval and the final approval.		

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6	**Implementation Structure**	
	[Redacted Regulation 10(5)(f)]	
	[Redacted Regulation 10(5)(f)]	**[Redacted]** to circulate draft to WLC
	[Redacted Regulation 10(5)(f)]	
7.	**PR/Joint Statement**	
	It was noted that the delay to the planning, a draft announcement had not be produced yet. **[Redacted]** to follow up with **[Redacted]**	
	It was noted that a response to the letter to the First Minister was still to be received. However, it was not deemed beneficial to ask for a response until the planning application had been determined.	
8.	**AOB**	
	It was noted that a meeting was arranged internally to discuss the process of the planning application and to accelerate requests for future information on 3 October.	
	Meeting finished at 12.pm	

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	Next meeting Wednesday 24 September 10.30am to 12.30pm	

MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *12

Wednesday 30th July 11.30AM – 12.30PM

Chair:	Stewart Carlile (SC)	West Coast
Present:	Capital John Hamilton (JH)	WDL
	[Redacted](on teams)	PCCA
	[Redacted]	WLC
	[Redacted]on teams	CRD
	Steve Wallace (SW)	SWECO
	[Redacted]on teams	SEStran
	[Redacted]on teams	Scotrail

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	[Redacted]	NR
	[Redacted]	TS

Apologies:	**[Redacted]**	Network Rail
Matthew Spence (MS		City Region
		Deal City
		Region Deal
		Network Rail
		WDL
		WL
		C
		WL
		C
		SEStran
		SEStran

WINCHBURGH DEVELOPMENTS LIMITED

1	Welcome and Introduction	Action	Date
	SC welcomed everyone to this shorter meeting due to holidays and gave apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**Update on progress on Planning Application**		
	It was noted that the planning application had been submitted and feedback has been received on a number of items. **[Redacted]**confirmed there had been a series of meetings with **[Redacted]** (WLC) and **[Redacted]** with regards to car park.		
	SEPA related to the location of the car park and were querying its low point. A drainage impact report (by WDL) was required but this should only result in a delay of about two weeks. NR had also issued additional information to WLC to satisfy queries on biodiversity/ecology and land quality. **[Redacted]** noted the actions discussed were as per the NR action list.	**[Redacted]**to forward Action List	ASAP
	It was noted that there had been an undertaking from WLC to adopt the first 100 spaces of the car park (subject to an RCC application). However, it was confirmed that the design would allow for 200 spaces, in accordance with the PPiP.		
	[Redacted] noted that there would be 12 EV charging points in the car park as opposed to 19. It was noted that WLC would not adopt the charging infrastructure. JH noted that if the car park was being built by WDL, the provider would be a private entity. **[Redacted]** asked about grant funding for EV charging and JH confirmed that the community has investigated this and JH confirmed there was a meeting in the diary with an EV charging company and the Community Trust (Monday 18th August).		
	JH asked whether the verges would be adopted as part of the RCC. **[Redacted]**confirmed that WLC will not adopt the grass verges, but these could be part of Winchburgh DMS.		

4	**Business Case**		
	It was noted that the BC has been sent to TS to review. **[Redacted]** also confirmed that he has completed an IDM and emailed to **[Redacted]** and she confirmed receipt. This was with the correct team to review.		
	[Redacted] confirmed the OBC is with **[Redacted]**at TS and that no major issues had been flagged as at the date of the meeting.		
	SC asked if there was any formal process for approval. **[Redacted]** suggested it was appropriate for the OBC and the FBC to be combined for IDB review. SC asked if there were any other processes? **[Redacted]** confirmed that it was a case of 'Sit and Wait'.		
5	**City Region Deal – September Meeting**		
	[Redacted]noted that he believed that the joint executive committee had signed off on an application to funds outlined in the CRD and did not anticipate reverting to the same committee in September. **[Redacted]** confirmed that this was the catalyst to the submission of the joint letter from WLC and WDL to the First Minister. It was noted that no response had been received. **[Redacted]** confirmed that a similar letter had been submitted by the CRD and they had received a response. **[Redacted]** stated that he understood that WLC have authority to make funding application to Scottish Government for funds outlined in the CRD framework. **[Redacted]** confirmed this approach. **[Redacted]** confirmed to SC that this would be an application for existing funds – not new funds.		
	[Redacted] noted that he believed the authority from the CRD existed for WLC to make a submission to have authority to make funding application to CRD. **[Redacted]** confirmed this approach.		
	[Redacted] noted that, to make the application, a planning permission would need to be granted and the business case would need to be signed off. **[Redacted]** stated that this could be a OBC as the project was "shovel ready".		
	[Redacted] noted that before any submission, the WLC Executive Committee would need to approve the application and review the final business case. It would also need to extend the authority to act as joint promoter through the application process.		

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DEVELOPMENTS LIMITED

	SC asked about next steps and the contractual structure that would need to be put in place to start the development. It was agreed that steps should be taken to move to implementation. **[Redacted]** confirmed that there was a standard draft of the implementation agreement. **[Redacted]** to forward copy of the template and confirmed this would the agreement to be entered into by WLC. A DSA was already in place for the design and planning of the station.	**[Redacted]** to forward copy of template	ASA P
	SC agreed to draft a implementation structure to sit on top of the regulated agreements that would govern the station construction of the rail. **[Redacted]** stated that he would contact East Renfrewshire Council to ask about how this works on Balgray as it is also CRD funded.	SC to circulate RA	ASA P
	[Redacted] noted that a signed-off IDM was normally required before any application to CRD however an update to the application could follow.		
	PR/Joint Statement		
	SC asked queried the timing of the next press release as the planning determination was due to take place towards the end of August.		
	[Redacted] confirmed that WLC would normally issue a press release when a decision on a significant planning application is released. **[Redacted]** also noted that any release would need to state that funding would still need to be secured.		
	[Redacted] stated that he would instruct corporate comms to draft a release and circulate it beforehand for agreement.		
	AOB		

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	[Redacted] queried whether there should be any follow up to the joint letter to the First Minister. It was noted that the Scottish Parliament was in recess and **[Redacted]** suggested that the time to ask for a reply would be if the planning application was successful.		
	Meeting finished at 12.30pm **Next meeting Wednesday 27th August 10.30am to 12.30pm**		

WINCHBURGH

MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *12

Wednesday 18th June 10.30AM – 11.30PM

Chair:	Stewart Carlile (SC)	West Coast
Present:	Capital John Hamilton (JH)	WDL
	[Redacted]	
	[Redacted] (on teams)	PCCA
	[Redacted]	WLC
	[Redacted]on teams	CRD
	Steve Wallace (SW)	SWECO
	[Redacted] on teams	SEStran
	[Redacted])	SEStran
	[Redacted]on teams	Scotrail
	[Redacted]	NR

WINCHBURGH

[Redacted]	TS	
Apologies:	**[Redacted]**	Network Rail
	Matthew Spence (MS)	City Region
		Deal City
		Network Rail
		WDL

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1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting and gave apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting**		
	No comments on previous minutes and approved.		
3	**Update from Stakeholders Meeting**		
	SC provided an update from the Stakeholders Meeting earlier that day. He confirmed that the Outline Business Case (OBC) was very strong. He noted that the principle of charging for parking had been discussed but would not be feasible. It was also noted that there was a request to look for other funding sources despite the only source identified to date being the CRD.		
	It was noted that the operation of the park and ride was discussed and the capacity would likely be phased (with phase 1 comprising 100 parking spaces) and being subject to the existing planning condition for WDL to expand it to 200 spaces. **[Redacted]** noted that the mechanism for delivering this would be through conditions if the current planning application was successful.		
	The OBC was well received with regards to the benefit-to-cost ratio (BCR), comparison with other stations on the network and the positive basis for the use of public funds. It was noted that the BCR, subject to TS review, was 4.6 (without policy) and 5.6 (with policy). Next step is to prepare application to CRD, noting that the Minister would support the application internally.		
	It was agreed that the next step was to prepare an application to CRD and it was noted that the Minister had confirmed he would support this application internally. **[Redacted]** noted that there needs to be a discussion with CRD about the criteria for the funding of the project. **[Redacted]** highlighted the process from the Joint Committee would be simple and the indication from the recent Joint Committee meeting had been supportive. However, the process would involve a referral to SG as the station was mentioned in the Programme for Government rather than the CRD. An application would proceed to the Deputy First Minister to check funding routes/options.		

	The Minister had also thanked everyone involved in the Steering Group for all their hard work and congratulated them on the progress in the short time period that the Steering Group had been in place.		

4	**Business Case**		
	It was noted that the draft OBC had been provided to TS for review. **[Redacted]** noted that he and **[Redacted]** would continue to push internally to have the OBC reviewed as soon as possible. **[Redacted]**stated that the OBC should be sufficient for any CRD funding application.		
	The approval process within TS was then discussed. Final approval would be through an IDM but, before that is requested, the OBC would need to become a full business case (FBC) and be approved by a separate group. Normally, funding would also be confirmed before an IDM takes place. However, it was not anticipated that a full redraft of the OBC would be required to produce a FBC – only minor changes.		
	[Redacted] queried whether tendering would need to be updated for the FBC. **[Redacted]** clarified that this would not be required as the construction costs are set within NR's framework contract. The current cost range would only change if there were changes to the project brief or if NR find savings in the railway access arrangements or construction method efficiencies.		
5	**City Region Deal – Route to Funding**		
	[Redacted] noted that the support of Joint Committee is already in place from the meeting on 6 June 2025 where the Joint Committee recommended that SG should be approached about bridging the funding gap.		
	[Redacted] suggested that a joint letter from WLC and WDL to the Deputy First Minister should be drafted setting out the stage that the project had reached and that it had received the endorsement of the CRD Joint Committee.	WDL/WLC to draft letter to Deputy First Minister	25/06/25
	[Redacted] noted that it was important that the funding is through the City Deal arrangements rather than being a specific City Deal application.		

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6	**AOB**		
	[Redacted] noted that, for WLC role as Joint Promoter to extend beyond the submission for funding, a further update would need to be submitted to WLC's Executive Committee and approval granted.	**[Redacted]** to report back to Executive Committee	
	Meeting finished at 11.30am **Next meeting Wednesday 30th July 11.30am to 12.30pm**		

MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *11

Wednesday 28th May 10.30AM – 12.30PM

Chair:	Stewart Carlile (SC)	West Coast
Present:	Capital John Hamilton (JH)	WDL
	[Redacted]	WDL

	PCCA
[Redacted]	WLC
[Redacted]	CRD
Steve Wallace (SW)	SWECO
[Redacted]on teams	SEStran
[Redacted]on teams	Scotrail
[Redacted]	NR
[Redacted]	NR
	TS
Redacted]	TS

Apologies:

Redacted]	Network Rail
Matthew Spence (MS)	City Region
	Network Rail

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1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting and made apologies for those unable to attend. Introductions from **[Redacted]** (Scotrail) and **[Redacted]** (PCCA) who were joining the meeting for the first time.		
2	**Minutes from Previous Steering Group Meeting on Wednesday 26th February 2025**		
	No comments on previous minutes and approved.		
3	**Update from NR on Planning Application**		
	[Redacted] confirmed that the Planning Application which includes 100 space P&R will be made on 30 May to WLC. Draft documents would be shared with WDL later that day.		
	The access issues across the proposed development area were discuss and it was noted that progress had been made on this with an expanded plan being agreed to ensure flexibility which includes the station site and the remainder of Block T. **[Redacted]** would provide the redline boundary to **[Redacted]**.	**[Redacted]** to provide redline boundary	ASAP
	It was noted that the assumptions for the costs discussed at the previous meeting were confirmed. **[Redacted]** also noted that NR have approval in principle for line access to construct the station over the next 30 months and AIP is in line with access previously discussed with the steering group.		
	[Redacted] noted that the next stage would involve understanding the delivery programme, funding and access requirements for the main Edinburgh-Glasgow line. This would also allow NR to look for any savings to the costing.		
	[Redacted] asked if condition will be applied for space to expand car park to 200 spaces. It was noted that the first 100 spaces would be required and the delivery of the second 100 would likely be subject to some conditions – **[Redacted]** recommended discussing the P&R provision as phases.		
	[Redacted] noted that an area for the extension of the P&R had been identified but when this would be required would be subject to monitoring. **[Redacted]** noted Scotrail would not operate the P&R or monitor usage.		

	[Redacted] confirmed the process for submitting the planning application noting that NR will use the Planning Portal to upload the application. It would then be checked for compliance and, subject to the fee being paid, registered. **[Redacted]** advised to add the advertisement fee to the registration fee. SW queried if an environmental report is being submitted and **[Redacted]** would check and forward it to **[Redacted]** for information for the business case.	**[Redacted]**	18/06/2025
	[Redacted] noted that the MSC application should be determined in about 8 weeks.		

4	**Joint Communications**		
	JH noted that a joint communication statement had been circulated by WDL but that this had been superseded.		
	JH said that WDL would update the statement and recirculate by 30 May with the intention of issuing it by 6 June following the WLC Executive Committee meeting and ahead of the CRD Meeting.	WDL	30/05/2025
5	**Business Case – Updated modelling and review of objectives**		
	SW noted that the first draft of the OBC has been provided to WDL who were to respond with comments by 2 June. **[Redacted]**encouraged a draft of the OBC to go to ScotRail for audit sooner rather than later.		
	SW then presented a summary of the OBC findings.		
	SW thanked **[Redacted]** for his input on the objectives to ensure they were measurable. He also noted that he was showing 14 policies that were applicable and showed the strength of the OBC.		
	SW noted that, **[Redacted Regulation 10(4)(d)]**		
	SW noted that **[Redacted Regulation 10(4)(d)]**		
	[Redacted] noted that there had been a change of policy and noted that one query that would be raised is how the abolition of peak fares from 1 September 2025 is dealt with. **[Redacted]** confirmed that ScotRail were doing significant work on the impacts of the policy change. This should be caveated.		
	[Redacted] clarified that ScotRail were only putting in the fit-out capex and Network Rail were comfortable with the assumptions.		
	SC noted that this needed to be in a position to be submitted to the CRD September meeting by 1 September. WDL to send OBC to **[Redacted]** as point of contact at TS for the Steering Group	WDL	06/06/2025

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6	**City Region Deal – Route to funding**		
	The views of HIF were noted and **[Redacted]** noted that the strategic sites were to be developed as part of the CRD and the proposed Regional Prosperity fund. He also noted that regional partners were in favour of the proposal.		
	It was noted that **[Redacted]** had prepared a draft paper which had been commented on by members of the Steering Group. Final comments were required on this, and the report due to go to the WLC Executive Committee meeting, by COB on 28 May.	**[Redacted]**	28/05/2025
	[Redacted] would take the reports to Council Executive and CRD Joint Committee whilst **[Redacted]** is on annual leave.	**[Redacted]**	03/06/2025
	[Redacted] noted that 4 of the 7 strategic sites were presenting to CRD Joint Committee on 6 June. It was agreed that the Winchburgh OBC is strong and should be put to the Scottish Government. The CRD funding criteria would be clarified following a review of the OBC by TS.	WDL/TS	TBC
7	**Next Steps – NR and Funding Arrangement/Structure**		
	[Redacted] confirmed that there would be a six month design period and would need to start by Sept 25 (or earlier) to maintain the planned programme. The total cost of the design stage (to reach construction) would be **[Redacted Regulation 10(5)(f)]**.		
	[Redacted] noted that, if there was a delay (say two months to November 2025), the costs would need to be reviewed but he did not anticipate significant changes – but contracts would need to be in place by Christmas if the proposed time line of an April 2025 start date was to be met.		
	SC queried how joint funding from multiple parties would be managed. **[Redacted]**noted that WLC have only agreed to be co-promoter up to CRD Application, but that can be extended and may be opened up to be the co-ordinator of the funds.		
8	**Park and Ride – Operation/Maintenance**		
	SW advised that the draft OBC did not require the terms of the operation/maintenance of the P&R to be finalised.		
	[Redacted] noted that if that part of the purpose of the car park was to act as additional parking for the town centre, WLC would consider adoption of the site.		

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9	**Stakeholder meeting – June 2025**		
	Stakeholder meeting attendees to be confirmed to Steering Group and Agenda to include: 1. Update of Progress/Planning Presentation 2. Next Steps for April 2026 Construction Start 3. Business Case 4. Funding	**[Redacted]**	Done
	June Steering group meeting same day as Stakeholder meeting with a shorter meeting to be arranged.	**[Redacted]**	Done
10	**July and August Meeting**		
	Due to holidays over July – July meeting to be shortened and August meeting brought forward 1 week	**[Redacted]**	Done
	Meeting finished at 12.35pm **Next meeting Wednesday 18th June 10.30am to 11.30am**		

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MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *10

Wednesday 30th April 10.30AM – 12.30PM

Chair:	Stewart Carlile (SC)	West Coast
Present:	Capital John Hamilton (JH)	WDL
	[Redacted]	
	[Redacted] on teams	WLC
	[Redacted]on teams	CRD
	Steve Wallace (SW)	SWEO
	[Redacted]	SEStran
	[Redacted]	NR
	[Redacted]	TS
Apologies:	**[Redacted]**	

Matthew Spence (MS)
[Redacted]

Network Rail
City Region
NetworkRail
Scotrail

1	Welcome and Introduction	Action	Date
	SC welcomed everyone to the meeting and made apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting on Wednesday 26th February 2025**		
	No comments on previous minutes and approved.		
3	**Update on NR Design and Planning Application**		
	[Redacted] [Redacted Regulation 10(5)(f)]		
	[Redacted] also confirmed that the proposed platforms product was being introduced in Scotland for the first time having been used in England before.		
	The next steps would involve looking at how to reduce the cost further through enhanced possessions, improved access to the site and accelerated design work.		
	[Redacted Regulation 10(5)(f)]		
	[Redacted] asked if the car park was included in the price and **[Redacted]** confirmed that the car park and the suds is excluded from the price. It was believed that through working with WDL, these matters could be tendered more competitively. It was noted that the earthworks costs were high and, through working with WDL, efficiencies may be able to be delivered.		
	SW queried whether the cost had been competitively tendered**[Redacted]**confirmed that the price had come from a framework contractor and access to this was competitively tendered. **[Redacted]** also confirmed he believed that the range represented a realistic price for the project.		
	[Redacted] requested a copy of the design advice and cost breakdown and SW confirmed he would follow up as this information was required for the formulation of the business case.		
	[Redacted] noted that the detailed design elements and the business case were not required as part of the planning application process. The fly through designs had been completed and an 87-space car park had been assumed		

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4	**Business Case – Updated modelling and review of Objectives**		
	SW presented an update on the modelling for the usage of the rail station and the park and ride. It was noted that the modelling was recommending having 100 parking spaces.		
	[Redacted] queried whether there was capacity on the network for the service and it was confirmed there was.		
	SC asked about whether there should be additional contingency above the 100 spaces and **[Redacted]**noted that the PPiP for Winchburgh had a condition requiring a 200-space mobility hub. It was noted that the planning boundary could take care of this to extend the area for construction to include the full 200 space requirement although the construction may not take place for a period of time.		
	[Redacted] noted that the TPOs needed to match the use of the car park and its size.		
	[Redacted] confirmed that conversations had begun with Network Rail and the SUDS/drainage was being shown at the lowest point. **[Redacted]** noted that this was possible but an adopted route through the Block would be required**[Redacted]**were to look further into this.		
	SW stated that next steps were to engage with ScotRail to carry out more benchmarking. SW said he would have a draft available for review in the 3rd week of May.	SW	w/c 19 May
	[Redacted] noted that slightly different versions of the business case would go to ScotRail, Transport Scotland and the CRD/SG and that she would share a pre-IDM checklist. For example, Transport Scotland required a business case as it would kit out and maintain the station and the CRD required detail on the economic ratio showing the public benefit.		
	[Redacted] left the meeting at 11.56		
5	**Park and Ride – Operation/Maintenance**		
	It was noted that, if the car park requirement for the rail station was 100 spaces and a 200 space car park was being built in accordance with the PPiP, elements of the car park would be part of the town centre.		
	[Redacted] indicated that WLC may look to adopting the car park if it is part of the town centre. An RCC application would be required however this would have to link to the road design and layout.		

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6	**City Region Deal – Route to funding**		
	SC noted the paper prepared by **[Redacted]** and noted that it would be unlikely that the business case would be ready in time for submission ahead of the June committee meeting of the CRD.		
	[Redacted]noted that the reference to at least £50m being made available from the Scottish Government set out in the CRD was note stipulated as being part of the Housing Infrastructure Fund. While this was where Dunfermline South had received its funding from and that had transport elements as part of its application, the rail station proposal may not be ideally suited to an application to the Housing Infrastructure Fund and it may be worthwhile looking at other departments/funds within Scottish Government where funding may be available.		
	It was agreed that the September Committee Meeting should be targeted for submission of the business case.		
	Ahead of this, a verbal update could be provided to the directors with a report to the Executive Board and then a warm-up report to the joint committee in June.		
	It was noted that a meeting could be requisitioned if this was required.		
7	**Joint Communications/Stakeholder Meeting – May 2025**		
	It was noted that the Minister was not able to make a Stakeholder Meeting prior to the proposed submission of the planning permission but had stated that this should not delay the submission.		
	New Stakeholder Meeting was to be date to be arranged. **[Redacted]** has proposed a new date of 18th June from 9am till 10am. Confirmation of this date was awaited.	**[Redacted]** to confirm the new date	Done
	JH confirmed that a short joint comms release would be drafted for the Planning Application being submitted.	JH	Done
9	**June Meeting Date**		
	June meeting date to be changed. All agreed to move forward to 18th June	**[Redacted]**changed to 18th June	Diary invites amended
	Meeting closed at 12.35pm. **Next Meeting Wednesday 28th May 10.30am – 12.30pm**		

MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *9

Wednesday 26th March 10.30AM – 12.30PM

Stewart Carlile (SC) West Coast Capital

Present:	John Hamilton (JH)	WDL
	[Redacted]	WDL
	[Redacted]on teams	WLC
	[Redacted]on teams	City Region Deal
	Steve Wallace (SW)	SWECO
	[Redacted]on teams	SESTRAN
	[Redacted]) on teams	Network Rail
	[Redacted]) Scotland	Transport

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Apologies: **[Redacted]**
Matthew Spence (MS)

1	**Welcome and Introduction**	**Action**	**Da**
	SC welcomed everyone to the meeting and made apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting on Wednesday 26th February 2025**		
	No comments on previous minutes and approved.		
3	**Update on Design, Network Rail DSA and Planning Programme**		
	[Redacted] went through the updated visuals which showed an additional link span to Block Y/Z to link pathways. It was also noted that Winchburgh red brick was being shown for the lift area. **[Redacted]** highlighted that the lift towers provided access to the platforms. One outstanding point was the platform lengths which would be 150m (6 carriages) or 200m (8 carriages) depending on the service requirements. This would be confirmed with Scotrail. JH noted that there was a condition on the land designated for the car park/mobility hub relating to the size of the platforms and that WDL would review this.	10/04 **[Redacted]** confirmed platform length will be for 6 car services	
	The car park visual showed 80 – 87 spaces but can be extended. This included 15 electric charging points and 4 with accessible drop offs. **[Redacted]** highlighted the engineering issues and connection to the adjacent housing development.	**[Redacted]** to discuss with Story/NR.	
	[Redacted] confirmed that preliminary figures for the annual ongoing maintenance of the station were **[Redacted Regulation 10(5)(f)]**opex and [**Redacted Regulation 10(5)(f)]**in capex. **[Redacted]** (Scotrail) (who provided the figures) has asked to be included in and attend future meetings.	**[Redacted]** to add **[Redacted]** to future meetings	Done
	[Redacted] suggested a meeting should take place with relevant WLC officials to review minor design points (barriers etc) as part of the usual pre-application process.		

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	[Redacted] also asked if there were any initial indications for the construction cost of station. **[Redacted]** noted that NR was not at the stage to provide that yet and it would be the end of April before this is available.		
4	**City Region Deal – Submission of Business Case**		
	SC reiterated that the funds identified as part of the CRD was the Scottish Government (SG) funds identified in the HoTs and CRD for the strategic sites and noted the process followed to access this funding for the development of Dunfermline.		

	[Redacted] confirmed that a note will be circulated to the steering group before next meeting on the governance and approval process for City Region deal/funding.	**[Redacted]** City Region Deal/Funding	ASAP
	[Redacted] offered to set up introduction with Fife Council and noted that the application was made through engagement with Scottish Futures Trust and SG who identified the Housing Infrastructure Fund (HIF) as a way to fund the work on site and unlock affordable housing delivery.	**[Redacted]** to set up introduction with Fife Council	
	[Redacted] noted that it was still not clear whether the at least £50m of funding was part of HIF or not. He further noted that discussions were underway between SG and UK officials on the Regional Prosperity fund and a City Region Deal so the focus should be on finalising the business case and starting the process for a funding application. **[Redacted]** also noted the positive public statements locally by Fiona Hyslop.		
	[Redacted] noted that for Transport Scotland's investment decision making (IDM) process to be completed (fit out and maintenance costs), it was highly likely that project funding would need to be confirmed when the Outline Business Case (OBC) was reviewed. SW will confirm with **[Redacted]** from TS	SW to confirm with **[Redacted]**	
	[Redacted] noted the unknown in the programme was the funding road map and associated dependencies.		
	It was noted that if an MSC application was submitted around 31 May 2025, any submission to the CRD Board would not be able to be tabled until the meeting on 5 September. SC noted that funding approval from CRD was unlikely without a planning permission.		
	[Redacted] explained that there were three levels of governance within CRD: (1) the Directors, (2) the Executive Board and (3) the Joint Committee. The Directors meet monthly (1st week of every month) and the Executive Board meets third week of every month. A report updating the Directors on the progress of the steering group is to be prepared to be submitted to CRD in mid-April.		
	SC noted that the CRD were proposing to establish a Strategic Sites Task Force that would include a representative from the housebuilding interests and nominated JH for that role.		
5	**Mobility Hub/Car Parking Facilities**		
	SC noted that the operation and maintenance of the car park/mobility hub following construction was one of the outstanding points to be agreed prior to the finalising of the business case.		

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	[Redacted] noted that he understood that ScotRail took responsibility for these and it was not current WLC policy to adopt them. **[Redacted]** noted that ScotRail had moved away from this model and that there was no opex for a car park in the costs quoted above. It was further noted that NR would not operate the car park as it did not want to be seen to encourage car travel to the rail station.		

	[Redacted] noted also that OBC will need to confirm modal split between the trains and the buses and the displacement from the road network and parking elsewhere.		
	[Redacted] highlighted parking issues at other rail stations and noted that WLC does not want to end up with the same problems in Winchburgh. **[Redacted]** also confirmed that WLC do not have an appetite to adopt any new car parks. **[Redacted]** *also confirmed that there were no approved plans to charge for parking, however there are proposals that the council is considering to install a decriminalised parking enforcement (DPE) regime across West Lothian which may include public and railway station car parking charging. At the current time, town centre parking remains free, however this may change if DPE is taken forward in the future.*		
	[Redacted] noted that he had written to ScotRail for its view however, before the IDM process is complete, the operators of the car park would need to be confirmed.		
6	**Business Case Modelling**		
	SW confirmed that new modelling had been instructed from Systra and the results should be available by the end of April. The update would better recognise the road network (including the effect of the Newbridge Roundabout) and would be Winchburgh zone specific. It would also include the fact that a stop is already anticipated within the timetable and assess the impact of not having a station on the travel time on the Dunblane to Edinburgh line.		
	SW noted that the modelling will be benchmarked against other stations and **[Redacted]** would work with SW and ScotRail to carry out this process. This would also have implications on the required car park size.		
	SW noted that initial results were indicating an increase in demand of 30% and an increase in car park size to potentially over 100 spaces.		
	SW confirmed that he was still on target to circulate a business case by the end of May.		
7	**Further Action – Log Milestones**		
	The outstanding points on the Action Log were highlighted and noted.		
8	**Joint Communications/Stakeholder Meeting**		
	[Redacted] confirmed that a date has been set for next Stakeholder meeting - Tuesday 20th May. **[Redacted]** will revert to the Minister to confirm if the meeting can be held at the Civic Centre. 10/04/2025 Councillors unable to attend that date.	Update 10/04 New date to be confirmed	ASAP

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		asap	
	It was agreed that the next PR update should be after the Stakeholder Meeting and the submission of a planning application.		

9	**AOB**		
	[Redacted] confirmed there had been a minor data breach and some email addresses might have been exposed. All members of the group were to be vigilante.		
	Meeting closed at 12.35pm. **Next Meeting Wednesday 30th April 10.30am – 12.30pm**		

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Winchburgh Rail Station – Steering Group Meeting

Wednesday 26 February, 10:30 AM – 12:30 PM

Present

- **Stewart Carlile (SC)** – West Coast Capital
- **John Hamilton (JH)** – WDL
- **[Redacted]** WDL
- **[Redacted]** – West Lothian Council (via Teams)
- **[Redacted])** – City Region Deal (via Teams)
- **Steve Wallace (SW)** – SWECO
- **[Redacted]** – Transport Scotland (via Teams)
- **[Redacted]** – SEStran (via Teams)
- **Matthew Spence (MS)** – Network Rail

Apologies

- **[Redacted]**

1	**Welcome and Introduction**	**Action**	**Date**
	SC welcomed everyone to the meeting and made apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting on 29th January 2025**		
	No comments on previous minutes and approved.		

3	**Update on Design, Network Rail DSA and Planning Programme**		
	Update from MS that Network Rail were still on schedule to deliver the services on programme as set out in the DSA, namely: (1) visualisations and planning drawings be the end of March, (2) a cost breakdown and implementation programme by the end of April and, (3) a planning MSC application ready for submission by the end of May.	**[Redacted]** to distribute	Asap
	More site investigations are scheduled to be carried out in the next couple of weeks. It was noted that any follow up questions on the site investigations or noise surveys were to be forwarded to **[Redacted]**. It was further noted that the ecology report was also ongoing.		
	SW noted that the business case required a cost breakdown for the rail station, both capital cost of construction and the ongoing operational/maintenance costs MS confirmed that the right parameters were in place and that, outside of the mobility hub, the construction was a fairly standard case.		
	[Redacted] confirmed that for the MSC planning application for the rail station, **[Redacted]** would be the WLC contact and would be available to advise in the usual way. SC queried if a pre-application meeting was necessary and **[Redacted]** confirmed if a pre-application meeting takes place by mid-May, WLC would not charge a fee.	**[Redacted]** to get **[Redacted]** to get in touch with **[Redacted]** WDL's Planning re Pre App	asap
4	**Business Case - Modelling**		
	SW said that Systra were on programme and initial results shared. It was noted that these were believed to be under- estimates. There was then a lengthy discussion about the model used and the assumptions made for modelling. Items that were to be discussed with the modellers were: (1) the lack of use of the park and ride facility during off-peak times (which included weekends); (2) the effect of road congestion (specifically on the M9) on the use of the park and ride facility during peak times; (3) the lack of growth in the usage of the rail station between 2030 and 2045 despite significant house occupations during that period; and (4) the change in the results from the 2010 modelling. SW		

	undertook to review how these matters may be addressed in any subsequent modelling.		
	It was noted that TS would like a bench-marking exercise against recent new stations and that involving Scot Rail would be helpful. **[Redacted]** confirmed that he had already written to Scot Rail to request this.		
	SW confirmed that there is a 2 minute time delay in the Systra model for the station. It was to be confirmed whether this was required as it was understood that there was already a delay included in the timetable at Linlithgow.		
	SW also noted that subsequently modelling, in particular with the "with policy" approach, may reduce car journeys by up to 20%.		
	SW confirmed that the SRM model was used in 2010 and there was then a discussion on which model should be used for subsequent modelling (SRM being a local model and TMFS being a national model). **[Redacted]** noted that changes in the numbers should not be unexpected as the business case process is intended to refine results and should be more detailed. In particular, SW confirmed he believed there would be sufficient economic benefits shown in the current model. It was queried how heavily any external interventions to the modelling would be audited but it was noted that differences in the modelling should be explained in the business case.		
	SW noted that he had requested the outline business case for Balgray from East Renfrewshire Council but had not received it. **[Redacted]** offered to follow this up.	**[Redacted]**	ASAP
5	**City Region Deal – Strategic Sites Programme**		
	[Redacted] provided an update on the governance and approval process for CRD. It was noted that a transport project would not be funded and the application would need to be through the CRD Strategic Sites Programme which has had at least £50m allocated for support and incorporated seven different housing sites, of which Winchburgh is one. These funds were controlled by SG and, as a result, a business case would need to be agreed with SG (TS would add its input at that stage).		

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	It was noted that a Strategic Sites taskforce had been set up to assist in the evaluation and approval of business cases. Further, there was to be a workshop in the next month to discuss the National Investment Programme alongside SNIB and the National Wealth Fund. A programme report is due to be issued in March and upcoming strategic business cases included Tweedbank (September 2025), Blindwells (June 2025) and Dunfermline West (June 2025).		

	[Redacted] noted that the CRD can be used for transport where it is innovation based delivery. **[Redacted]** noted that the amount allocated was at least £50m and this was not necessarily from the Housing Infrastructure Fund. **[Redacted]** noted that any other funding outside of this would need to be confirmed.		
	In relation to the HIF (and monies controlled by SG), it was noted that business cases had to be agreed with SG/allocated by SG before they go through the Strategic Sites Fund and the PMO who then takes it before regional parties and the CRD Board. It was noted that the process should be through the CRD joint committee (as it was a CRD matter) and they would manage business case/SG approval. JH noted that, separate from this group (and the Stakeholder Group), the Housing Minister had expressed an interest in coming back to the Winchburgh site having previously reviewed the affordable housing delivery.		
	It was noted that a planning permission would need to be granted before final approval for the business case would be provided by the CRD joint committee. **[Redacted]** confirmed that the timescale for a well prepared MSC application without any objections was around 8 weeks. It was also noted that any planning application would be made by Network Rail. It was noted that any planning application and business case application to CRD would make matters visible to the public. It was noted that the next Stakeholders Meeting would be discussed at AOB.		
6	**Park and Ride - Practicalities**		
	Following the previous meeting, there was a wide discussion on the park and ride facility/mobility hub and who would take responsibility for this. In particular, it was noted that understanding how this facility would operate and who would be responsible for it would need to be included within any business plan.		
	[Redacted] mentioned that WLC may be willing to adopt the mobility hub however this should be taken up with **[Redacted]** noted Scotrail would need to be consulted and that, if there was to be an overspill element outwith the requirement for the rail station, it would be unlikely that Scotrail would be willing to take responsibility for its operation. WDL, Scotrail (through **[Redacted]**) and WLC were to arrange a meeting to discuss this.	Scotrail to be invited to separate meeting	ASAP
	Revenue generation from the mobility hub was discussed. **[Redacted]** noted that there was a WLC policy that it would not support charges at car parks (especially a station car park). It was noted that there would be some revenue from electrical charging points and possibly any retail offered.		

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	The design of the mobility hub was discussed and, in particular the needs for when there is a replacement bus service. However, it was noted that bus stops already exist on the main street next to the proposed entrance to the rail station.		
7	Further Action – Log Milestones		
	It was noted that most items had been covered and the action log would be updated.		
8	AOB		
	It was noted that **[Redacted]** would ask the Minister's aides whether he had availability for a stakeholder meeting in mid-May ahead of any planning application being made.	**[Redacted]** to keep **[Redacted]** updated	May
	Meeting closed at 12.30pm. Next Meeting Wednesday 26th March 10.30am – 12.30pm		

MINUTES OF WINCHBURGH RAIL STATION - STEERING GROUP *7

Wednesday 29th January 10.30AM – 12.30PM

Chair:		
Present :	Stewart Carlile (SC)	West Coast Capital
	John Hamilton (JH)	WDL
	[Redacted] **[Redacted]** Council	West Lothian
	[Redacted]	Network Rail
	[Redacted] on teams Deal	City Region
	Steve Wallace (SW)	SWECO
	[Redacted]	Transport Scotland
	[Redacted] on teams	SEStran

Apologies :	Matthew Spence (MS)	Network
	[Redacted]	WDL
		SEStran
		Network Rail
		City Region Deal
		City Region Deal
		Transport Scotland
		West Lothian Council

1	**Welcome and Introduction**	**Action**	**Dat**
	SC welcomed everyone to the meeting and made apologies for those unable to attend.		
2	**Minutes from Previous Steering Group Meeting on 19th December**		
	No comments on previous minutes. **[Redacted]** apologised for the delay in releasing the Council papers on the joint promoter role but thanked the members for their prompt responses. A formal acknowledgement of the WDL/ WLC roles was discussed, potentially an exchange of letters. It was noted that the WLC role within the joint-promoter role was limited to the funding application to the City Region deal. WLC role would be reviewed after City Region Deal application. It was noted that, given the various sources of funding, a framework agreement would be required prior to construction beginning.		
3	**City Region Deal**		
	Funding options were discussed. **[Redacted]** noted that the funding available from the Housing Infrastructure Fund (HIF) was for the strategic sites of which Winchburgh is one, any funding for the rail station needed to meet that criteria. It was noted that there would be a meeting of the joint committee in March. It was noted that the business case would have to go through the regional committee. A programme for the work was due to come out and it was noted that Granton was included in the Scottish Government budget. There were also business cases due for Blindwells, Fife and Dunfermline		

	(Phase 2).		
	SC asked for a short note to be prepared for the next Steering Group committee to step out the steps for the business case approval.	**[Redacted]** to prepare a note.	26/02/2025
4	**Update on Design, Network Rail Planning Programme**		
	[Redacted] shared draft drawings which included a P&R with approximately 80 spaces based on Winchburgh being a community station. Strategy of expanding the station was discussion. Noted that ultimately the OBC and modelling would set the number of spaces for the CRD application and design package. **[Redacted]** commented that it looked small but SC suggested it may be appropriate to start with a community car park and potentially expanded with demand. SW added that the current modelling work assumed 200 spaces and a local Park and Ride use. **[Redacted]** also confirmed that the station design will not be impacted by car park size and further noted Station will not be a manned station.		
	[Redacted] queried if NR access design allows for bus access. Will there be a loop within the car park? JH confirmed that the bus stops are located on the main road. Potential rail replacement services were discussed. Benefits of having the ability to have a bus layby in the car park.	**[Redacted]** meeting to be arranged re land surrounding P&R	26/02/2025
	SC outlined Network Rail DSA programme 1. End March 2025– Drawings, visualisations and documents to support Planning application. 2. End April 2025 – Costing information and programme of works. 3. End May 2025 – Planning Application submission. In addition to the Outline Business Case by SW.		
5	**Planning Application**		
	[Redacted] confirmed that **[Redacted]** met with Network Rail to discuss planning application requirements.	NR/ WLC to share agreed	26/02/2025

	It was noted that WLC have suggested an MSC application will be suitable. **[Redacted]** noted the agreed planning application document and drawing list was critical path and the importance of defining responsibilities of the deliverables list.as soon as possible. NR/ WLC to share the minutes of that meeting once finalised.	Minutes of meeting WDL/ NR to overlay DSA scope with PA requirements list once available.	ASAP
6	**Business Case**		
	SW noted that the final modelling results were still awaited. SW further noted that the transfer of mode (bus to rail) will be subject to review and a discussion point.		
	JH asked SW if the modelling includes new bus service and SW confirmed it did. SW confirmed that the assumptions are set at 200 spaces for the car park. SC asked if there was an obligation to highlight the P&R. It was confirmed that an application would need to be applied for the signage. NR will hold the title for the car park to include electric charging (EVC) and spacing for charging	**[Redacted]** to look at Car Parking and overspill	
	EVC requirements to be reviewed. It was noted that at Balgray, the car park and EVCs are managed/ maintained by Scotrail.		
	It was agreed that a site visit to Balgray station prior to opening would still be a benefit to WDL and the wider steering group.		
7	**Further Action**		
	SW noted that a request had been made to **[Redacted]** of East Renfrewshire Council for the full Balgray Business Case		
	[Redacted] noted that the project delivery programme could be updated with input under the following		

	headings – DSA, Funding, Park & Ride, Planning, Construction		
8	**Joint Comms/Shareholder meeting**		
	Delay in issuing Joint Comms due to minister wanting to see first. **[Redacted]** has drafted a quote.	**[Redacted]** to get update	
	AOB		
	[Redacted] asked if **[Redacted]** could be kept up to date with any future meetings.		
	JH noted a ministerial/ stakeholder meeting in May should be arranged.	WDL to arrange meeting	May
	[Redacted] confirmed that the IDM needs to be signed off by 3 Directors – Kerry Twyman, Lawrence Shackman and Hugh Gillies. Three that she suggested		
	Meeting closed at 12.30pm. **Next Meeting Wednesday 26th February 10.30am – 12.30pm**		

Network Rail and Transport Scotland
Winchburgh Station – Design Services Agreement (DSA) Discussion
Friday 16 May 2025 | 10:00 – 11:00

Attendees:

[Redacted] – Network Rail (NR)
[Redacted] – NR
[Redacted] – NR
[Redacted] – Transport Scotland (TS)
[Redacted] – TS

Meeting Note:

[Redacted] – Role was to do GI (Ground Investigation?) work that WDL had not previously done.
NR have put together some outline planning drawings.
Good convos with local authority planners. Lots of discussions with SRT.
This stage was about mapping out on a plan. Platform, car park.
It works to support the business case.
We have been working with all parties.
NR happy to be transparent on the process.
Challenging location for the station but it is the best location for the community.
Not without challenges and the topography is particularly challenging.
E&G access presents an obvious problem.
E&G RAB access. Sensible strategy for CP7 is being discussed.
E&G access is heavily restricted. NR have considered how it will be built. Clear methodology put together, Sensible solution.
Challengeable but manageable.
Access discussions are more advanced than at Steering group. We may get more access but unsure exactly when that would be.
Key access areas are for – drainage. Heavy rock formation at the location of the platforms. Drainage needs to be at least 6 feet.
Access to where the platforms will go to break out some heavy rock formations.
Some menial work need to OLE. Fibre works too which is delicate.
New location cases and moving 1 signal.

WDL commission has only been for planning drawings. Some level of risk as it has only gone to this length. More work needed on signalling scope.

[Redacted] – If new design phase, a new DSA would be required. Could be done quickly. Circa **[Redacted Regulation 10(5)(f)]** cost. Presumes go-ahead in June and a construction start in 2026.

[Redacted] – Achievable but ambitious. But we need to tie down prices against inflation rates.

[Redacted Regulation 10(5)(f)] [Redacted Regulation 10(4)(e)]

If we could squeeze **[Redacted Regulation 10(4)(e)]**) that could benefit the programme. We want to avoid additional closures on what is a flagship SRT route. Construction and its impacts is very much a balancing act with existing service operations.

Fine line between doing as much as we could based on the figure WDL have provided. There will be some opportunities to shave off some of the costs we feel.

[Redacted Regulation 10(4)(e)]No car park allowance. Better value for money on car park is generally seen elsewhere in the non-railway markets.

Would levelling off the site help WDL save money on other elements of the site? We could help each other. WDL have said they would potentially be prepared to go in and level off the car park site. Means a reduction to heavy earthworks from us and a reduction to costs.

Signalling (lower or upper) is going to be the same cost regardless.

[Redacted Regulation 10(4)(e)]EIS costs is included within the **[Redacted Regulation 10(5)(f)]** figure.

Don't think we'll need to pay all schedule 4 payments during the disruption.

[Redacted Regulation 10(5)(f)]

CapEx (SRT) costs have been provided.

Industry risk fee is only applied to 3rd parties. It would be wrong not to include it I feel.

[Redacted] [Redacted Regulation 10(4)(e)]

If we were funded by TS for detailed design **[Redacted Regulation 10(5)(f)]** it would bring the cost down. It would also reduce the **[Redacted Regulation 10(4)(e)]**

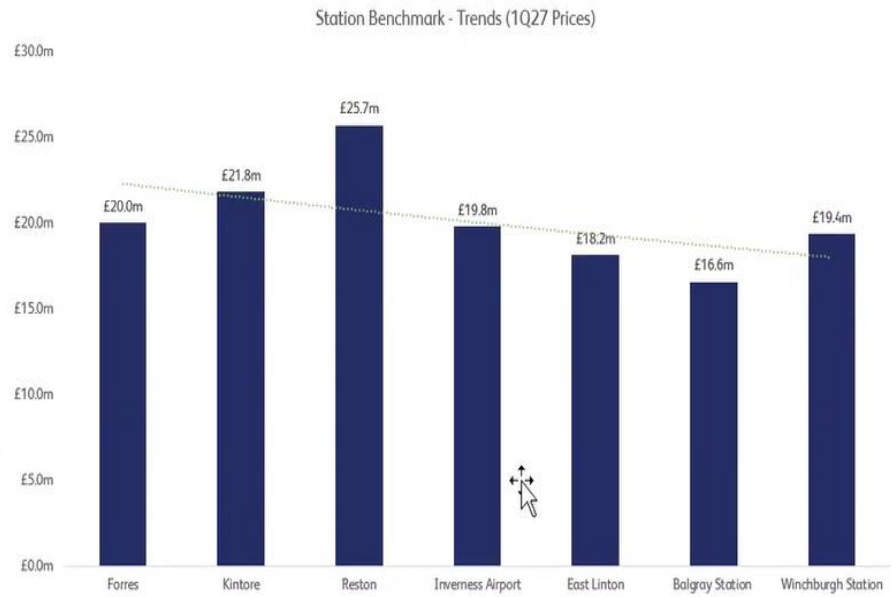
[Redacted] – **[Redacted Regulation 10(4)(e)]** have used learnings from Balgray on the costings so we have a greater level of certainty. Topography is difficult. Tens of thousands of tonnes of material to come out in order to build the platform. Materials will not be disposed off of-site. They are to be retained and reconstituted elsewhere.

We are looking at an alternative lightweight platform construction. Beyond that there is not much particularly unusual about the design.

Drainage is forecast as being an outfall flow into existing suds within the development.

[Redacted] – Greatest risk is time and if we don't get started.

[Redacted] – 150m long platforms. Track access is an obvious challenge compared to Balgray.
[Redacted] – Costs are in minute detail.
[Redacted] – We have held a cost review with WDL 1 day after last SG. WDL have not expressed interest at this stage
[Redacted] – We could do a staged design to bring the **[Redacted Regulation 10(5)(f)]** down, but that would result in a longer-term increase to costs.
[Redacted] – Draft OBC is looking healthy.
It is comparable with other stations.
[Redacted] – Involved with other stations and Winchburgh has the most challenging topography.



[Redacted Regulation 10(5)(f)]

Winchburgh Railway Station Oversight Group meeting | Wednesday 15 January 2025: 12:00 – 13:30 | Winchburgh Developments Limited Site Office

Attendees:

Jim Fairlie MSP – Minister for Agriculture and Connectivity – Scottish Government (SG);
[Redacted] – Ministerial Private Office – SG;
[Redacted] – Transport Scotland (TS);
[Redacted] – Rail Project Sponsor – Transport Scotland (TS);
John Hamilton (JH) – Chief Executive – Winchburgh Developments Limited (WDL);
Stewart Carlile (SC) – Investment Director, West Coast Capital – WDL;
[Redacted] – WDL
Cllr Lawrence Fitzpatrick (Cllr Fitzpatrick) – Leader of West Lothian Council – West Lothian Council (WLC);
Cllr Susan Manion (Cllr Manion) – Depute Leader of West Lothian Council & Armadale and Blackridge Ward – WLC;
Graham Hope (GH) – Chief Executive Officer – WLC;
Cllr Tom Conn (Cllr Conn) – Executive Councillor & Linlithgow Ward – WLC;
[Redacted] – WLC;
[Redacted] – WLC;
[Redacted] – WLC;
Steve Wallace (SW) – Technical Director – Sweco.

Apologies: Network Rail.

Key Points:

1. Senior Council attendees confirmed their Executive Committee decision passed on 14 January 2025 to co-promote the station proposal with WDL. This will allow Council officers to proceed with drafting a funding application, initially expected to be City Region Deal (CRD) via Edinburgh and South East Scotland region. Council officers stated that other public funding options will be considered if an application to CRD is unsuccessful.

2. WDL Chief Executive JH confirmed WLC's decision to co-promote the station proposal has allowed WDL and Network Rail (NR) to formally sign a Services Level Agreement. JH noted the station design and cost estimate programme had already commenced through the working of the station Steering Group. WDL plan to submit a planning application to the Local Authority (WLC) by 31 May 2025. Visualisations of the station are due from NR by 31 March 2025 with the programme of works due to complete by 30 April 2025.

3. Sweco (WDL's planning advisor) delivered a short presentation outlining the Business Case process required for the station with a key focus on the 3 Planning Objectives to be used within the modelling work required. Sweco anticipate a draft Business Case may be produced by the end of March 2025.

4. Cllr Fitzpatrick asked the Minister if he has met with the Housing Minister Mr McLennan. JF confirmed there has been passing conversations with the Housing Minister. **[Redacted]** confirmed it is the CRD Board who will agree, or not, to the Business Case.

5. Cllr Conn asked WDL whether they intend to argue redistribution of the Section 75 developer contribution to Newbridge towards the new station. JH confirmed it remains WDL's intention to do so noting discussions on the subject currently remain paused.

6. JH acknowledged the previous suggested construction end date of 2026 is very ambitious. JH caveated this point by confirming WDL and NR will work on this noting NR have visited the site on several occasions and are familiar with the believing it is unlikely to cause major complications.

Meeting Actions:

1. WDL and WLC to consider whether a contractual agreement detailing their agreement to co-promote the station proposal is required.

2. WLC to draft and share with other partners a media release following this Oversight Group meeting and the Council Executive Committee meeting held on 14 January 2025.
3.

Winchburgh Station OBC Review - Next Steps
Tuesday 11 November 2025 | 16:00 – 16:30

Attendees:

[Redacted] – Transport Scotland (TS);
[Redacted] – TS;
[Redacted]– TS;
John Hamilton (JH) – Winchburgh Developments Ltd (WDL);
Stewart Carlile (SC) – West Coast Capital (WCC);
Steve Wallace (SW) – Sweco;
[Redacted] – Sweco; &
[Redacted] – Systra.

Meeting Note:

SW confirmed the intention is to append the Outline Business Case (OBC) to the Council's funding application [to City Region Deal].

Sweco has boxed the major feedback items provided by TS and has drawn today's meeting to go through each item.

The permanent removal of peak fares will result in fresh modelling being required. This will be completed and included within the revised OBC Addendum document back to TS.

SC confirmed WDL are bound by a consent from West Lothian Council (WLC) for a town centre car park. Land for this is already 'safeguarded' for future expansion.

General consensus reached is to cover the OBC feedback items in the short-term via written response and OBC Addendum document. Certain items deemed fit to carry over to the Final Business Case (FBC).

[Redacted] added that TAG and optimism bias can be looked at by TS with an update on exactly what is to be used provided to Sweco.

The expectation is that it will need to be raised to that which may have been done before.

[Redacted] confirmed it was his understanding that WLC were looking to submit the fund application in the coming days.

[Redacted] advised the modelling inclusive of the removal of peak fares will likely be completed in a few weeks. SC asked **[Redacted]** if it was possible pre-Christmas and **[Redacted]** confirmed he believed it was achievable.

Comments from Transport Scotland(1 of 3)

	Issue	Feedback	Response	Proposed Action
1	TPOs	Consider TS feedback on TPOs and provide additional commentary as part of the FBC and the Monitoring and Evaluation report.	agreed	Report further at FBC stage
2	Peak fare removal	Permanent removal of peak fares not reflected	Fresh modelling to be organised	Record results in an OBC addendum

Comments from Transport Scotland(2 of 3)

	Issue	Feedback	Response	Proposed Action
3	Benefits Calculation	Various queries around the assumptions used to calculate travel time benefits	Clarification text on specific points will be prepared.	*For discussion*
4	Bus service risk	It is unclear how bus patronage is projected to change	Clarification text on specific points will be prepared.	*For discussion*
5	Park & Ride	Clarify rationale for 200-space Park & Ride provision and make explicit in OBC	Clarification text on specific points will be prepared.	*For discussion*

Winchburgh Station – Next Stage of Design Meeting
Friday 30th May 2025 | 10:30 – 11:00

[Redacted] – Transport Scotland (TS)
[Redacted] – TS
[Redacted] – Network Rail (NR)

[Redacted] - We can explain what has been done to date.
[Redacted] CRD Panel date is Sept. We would like to crack on with some design ahead of that. **[Redacted Regulation 10(4)(e)]** Costed based on 1 design package. It is the quickest and efficient route to design. Saves about **[Redacted Regulation 10(5)(f)]** in total. That is how we did the costing for the station. **[Redacted Regulation 10(5)(f)]** is all of design, drawings, includes element of CSM and entry into service documentation and independent personnel to assist with entry into service.
[Redacted] – **[Redacted Regulation 10(4)(e)]**). Can NR come back with a price on how that arrangement may alter the price.
[Redacted] **[Redacted Regulation 10(4)(e)]**
[Redacted] – Steering Group is in a good place. OBC is in a good place too.

Winchburgh Station – Passenger and Revenue Forecast Workshop
Tuesday 22 April 2025 | 15:00-16:30 | Online Teams Meeting

Attendees:

[Redacted] – Senior Rail Project Sponsor – Transport Scotland (TS)
[Redacted] – Rail Projects Sponsor – TS
[Redacted] – TS
[Redacted] – TS
[Redacted] – Economic Adviser – TS
[Redacted] – TS
[Redacted] Senior Sponsor – Network Rail (NR)
Steve Wallace (SW) – Sweco
[Redacted] – Sweco
[Redacted] – Systra
[Redacted] – Systra
John Hamilton (JH) – Chief Executive – Winchburgh Developments Limited (WDL)
[Redacted] – WDL
Stewart Carlile (SC2) – Investment Director – West Coast Capital (WCC)
[Redacted] – ScotRail Trains (SRT)
[Redacted– Scottish Rail Holdings (SRH)
[Redacted] – SRH

Meeting Notes:

1. **[Redacted]** welcomed attendees to the meeting and provided a short background to why the workshop was taking place. **[Redacted]** explained it has evolved from a Winchburgh Station Steering Group action to progress the Business Case element of the station proposal.

2. **[Redacted]** invited each attendee to introduce themselves outlining their respective job role and area of expertise towards the station proposal.

3. SW and **[Redacted]** presented to the group a series of slides starting initially with the Transport Planning Objectives of the Outline Business Case (OBC), due to be submitted to Edinburgh and South East Scotland City Region Deal and Transport Scotland by the end of May 2025. SW briefly described the 'with policy' elements covered by the forthcoming modelling outputs.

   [Redacted] from Systra explained in more detail the testing approach taken by the modelling, outlining the 2030 and 2045 forecast year scenarios '*without policy*' and '*with policy*'. The 'with policy' element represents a reduction in car numbers and not a specific increase to public transport provision. **[Redacted]** confirmed the existing public transport available within Winchburgh (3 separate bus services) was taken into account within the modelling.

   [Redacted Regulation 10(4)(d)]

   Forecast figures do show a slight abstraction from nearby stations, specifically Linlithgow, Polmont and Falkirk Grahamston. Abstraction from Falkirk High and Dalmeny stations may also be expected (situated on the main E&G and Fife lines respectively).

Group Discussion Notes:

1. SW confirmed that park & ride modelling is only available for the AM peak and acknowledged the limitations of this against a full modelling scenario. However, SW did note c100 cars are forecast to be 'parked' during the AM peak and would be anticipated to increase over time.

2. **[Redacted]** asked for clarity on time period of the benchmarking figures used during the Sweco/Systra presentation. SW and **[Redacted]** confirmed the data was obtained from ORR figures released covering 2023/24 data. **[Redacted]** advised the group of her belief that the numbers will now likely be out of date further noting it is fine for modelling to take a daily average approach and that further variables can be applied to fine tune the data outputs.
   AP 1* – **[Redacted] *to take a closer look at Sweco/Systra data and refine.*

3. **[Redacted]** offered some learnings from work completed towards Balgray station (a new station due to open in 2026 on the Glasgow – Neilston line, and one which has similarities to Winchburgh station).

[Redacted] added that the modelling results presented look about right for similar sized stations commissioned in recent years. **[Redacted]** also noted that it would be a useful exercise for attendees to consider if the Winchburgh project has unique characteristics which may play a factor, specifically from a risk identification and management perspective.
**AP 2 – Meeting attendees to consider risk identification and management relating to Winchburgh station – All.*

4. **[Redacted]** raised the question of the impact on bus services should a railway station be constructed. JH advised that WDL had been pivotal in retaining the Lothian Country 72 service through subsidising after the end of the Covid lockdown bus subsidy. **[Redacted]** acknowledged the current concessionary fares structure and that significant numbers of bus passengers are currently entitled to free bus travel.
5. **[Redacted]** enquired whether the station car park will be free to use. SC2 confirmed the operation of the car park is still to be formally determined however, if it is 'adopted', which is the current assumption, it is expected to be free as WLC policy is for free parking and there is currently free parking available in the town centre.

6. **[Redacted]** raised the subject of average yield and revenue and its importance towards identifying key financial outputs. For example, is there an indicative value of ticket prices from the station? **[Redacted]** also asked whether the abstraction figures are across all types of existing transport available?
   AP 3* – **[Redacted] *to compile hypothetical average yield figures and share.*
7. **[Redacted]** pointed out the consideration of the size of the park & ride facility and that typically for 100 park and ride spaces constructed, a total of 7 'new journeys' are created. Generally speaking, it can be quite a poor mechanism. SC2 responded to confirm that the current planning condition in place from 2012 is for a 200 space park and ride facility.

8. SW thanked meeting attendees for their input and confirmed that Sweco shall use the productive discussion from this meeting and conclusions drawn from the actions moving forward towards the draft OBC document.

9. JH noted that he would have expected West Lothian Council (WLC) to have been on the call. **[Redacted]** acknowledged the error of failing to invite WLC to the meeting and advised that the meeting note will include WLC representatives who attend the regular Winchburgh Station Steering Group meetings.
   AP 4* – **[Redacted] *to include WLC representatives who attend the regular Winchburgh Station Steering Group meetings in the meeting note distribution list.*

Actions Log:

Action Ref.	Action	Action Owner
AP 1	**[Redacted]** to take a closer look at Sweco/Systra data and refine.	**[Redacted]**
AP 2	Meeting attendees to consider risk identification and management relating to Winchburgh station.	All
AP 3	**[Redacted]** to compile hypothetical average yield figures and share.	**[Redacted]**
AP 4	**[Redacted]** to include WLC representatives who attend the regular Winchburgh Station Steering Group meetings in the meeting note distribution list.	**[Redacted]**

Winchburgh Railway Station Stakeholder Oversight Meeting | Wednesday 18 June 2025: 09:00-10:00 | Winchburgh Developments Limited Site Office

Attendees:

Jim Fairlie MSP – Minister for Agriculture and Connectivity – Scottish Government (SG);
[Redacted] – Ministerial Private Office – SG;
[Redacted] – Transport Scotland (TS);
[Redacted] – Rail Project Sponsor – TS;
Cllr Lawrence Fitzpatrick (Cllr LF) – Leader of West Lothian Council – West Lothian Council (WLC);
Cllr Susan Manion (Cllr SM) – Depute Leader of West Lothian Council & Armadale and Blackridge Ward – WLC;
Graham Hope (GH) – Chief Executive Officer – WLC;
Cllr Tom Conn (Cllr TC) – Executive Councillor & Linlithgow Ward – WLC;
[Redacted] – WLC;
[Redacted] – WLC;
[Redacted] – WLC;
John Hamilton (JH) – Chief Executive – Winchburgh Developments Limited (WDL);
Stewart Carlile (SC) – Investment Director, West Coast Capital – WDL;
[Redacted] – WDL;
[Redacted] – WDL;
Steve Wallace (SW) – Technical Director – Sweco;
[Redacted] – Network Rail (NR) &
[Redacted] – Communications Team – NR.

Apologies: **[Redacted]** – ScotRail Trains (SRT).

Key Points:

[Redacted Regulation 10(4)(d)]

1. **[Redacted]** confirmed the Design Services Agreement (DSA) completion and that NR are 'ready to go' with a framework contractor already in place. **[Redacted]** stated that NR, in partnership with WDL, submitted the station Planning Application to WLC on 30 May 2025 and expect a 4-8 week turnaround. WLC officials confirmed receipt and noted that 1 week remains on the

statutory consultation period. To date, no objection has been received. JH confirmed the intention to have an operational station by mid-to-late 2027 adding his confidence in the technical aspects and strong business case.

2. Cllr TC enquired on car park sizes and its impact on nearby station passenger abstraction, specifically Linlithgow. **[Redacted]** commented on the planning application aim to encourage cars off the M9 motorway and local residents towards active travel options. JH and SC added there are 2 parts to the car park question and for 'futureproofing' WDL intend to construct the station car park (c100 spaces) and park & ride facility. The station car park is 'Phase 1'. JH stated this can be extended to 200 spaces as Phase 2. **[Redacted]** added WLC can insert specific obligations upon WDL within the granting of the planning application. JF asked if there is appetite for parking charges. JH and SC confirmed there is not adding some revenue may be generated from electric vehicle charging.

3. JH confirmed WDL's commitment to part-fund station delivery and stated that no party would wish to commit to **[Redacted Regulation 10(5)(f)]**in funding detailed design without a guarantee of overall capital funding. JF confirmed SG is not in a position to fund the station and noted the precedent funding a private developer would set. JF tasked TS Officials to assess options to support the project co-promoters 'share' the risk of funding detailed design phase. Cllr LF commented that City Region Deal (CRD) appears the only viable option.

4. JH asked the next steps of the draft OBC review process. **[Redacted]** confirmed TS will review the draft OBC as soon as possible and have begun discussions on internal TS Investment Decision Making (IDM) Board requirements. **[Redacted]** presented WLC activities towards submitting its funding application to Edinburgh and South East Scotland CRD. JF asked **[Redacted]** whether there are other business cases being put to CRD and **[Redacted]** confirmed there are. JF enquired if there is a 'competitive bidding process' and **[Redacted]** responded to say that WLC are working in that context to ensure the bid is as strong as possible. JF noted and praised the activities of the Steering Group in reaching this stage.

5. SC asked whether there is an option to expedite 'shovel ready' projects towards alternative funding options, as a result of the UK Government Spending Review and SG Barnett consequentials. JF confirmed some additional funds have come to SG via the Spending Review adding they are ring-fenced for other projects and that monies at government level remain incredibly tight. JF tasked TS Officials to investigate wider financial considerations, following the points raised by SC.

Meeting Actions:

1. The Minister has asked that TS officials investigate the financial options available which may support project promoters ‘share’ the risk of enabling the detailed design phase, whilst capital funding for the project is pursued.

2. The Minister has asked for greater clarity on funding, in particular via the Housing Infrastructure Fund and Strategic Sites CRD funding [there is ambiguity across organisations as to the eligibility criteria].