

## ACTIONS

**Meeting Title:** Levenmouth STAG Study, Progress Working Group Meeting

**Attendees:** Veronica Allan (Transport Scotland)  
John Mitchell (Fife Council)  
Sandra Montador-Stewart (Fife Council)  
Graham Bell (PBA)

**Apologies:** Fiona Brown (Transport Scotland), Paul McCartney (PBA)

**Date of Meeting:** 25 January 2019

**Job Number:** 42753

Item	Subject	Action	Owner
1	Project Webpage	Meeting minutes/actions to be uploaded to project web page when agreed by Project Working Group	Transport Scotland (TS)
2	Stakeholder Engagement	Next monthly progress update to be issued by end of January 2019	TS / PBA
3	Stakeholder Engagement	PBA to contact Levenmouth Academy regarding potential engagement session [post meeting note: session with teachers proposed for mid-February 2019]	PBA
4	Transport Modelling (Detailed Options Appraisal stage)	PBA to provide details of how Fife LDP/future aspirations are represented in the model [post meeting note: information now received from land use consultant and analysis is well underway]	PBA
5	Reporting	Draft Preliminary Options Appraisal Report (penultimate stage) planned to be completed early in the new year, subject to routine technical and programme risks associated with transport appraisal	PBA
6	Meetings	Next monthly progress meeting will be held on 21 February 2019 at 10 am, in PBA's Edinburgh office	ALL