



TSDb (12)7th Conclusions

TRANSPORT SCOTLAND DIRECTORS MEETING 8W02 BUCHANAN HOUSE, 11 June 2012 10:00-12:30

Attendees	David Middleton (Chair)	Chief Executive
	Ainslie McLaughlin	Director, MTRIPS
	Roy Brannen	Director, TRBO
	Donald Carmichael	Director, Transport Policy
	Sharon Fairweather	Director, Finance and Analytical Services
	Frazer Henderson	Head of Rail Policy
	Alastair Wilson	Director, Aviation, Maritime, Freight and Canals
	David Swanson	Head of HR
	Danny Chalmers	Communications
	Andrew Maclaren	Head of BICS
Apologies	Gavin Boyd	PS/Transport Scotland
	Aidan Grisewood	Director, Rail

Declarations of Interest

1. No declarations of interest were made.

Minutes of Previous Meeting

2. The minutes of the meeting of 14 May 2012 were agreed, subject to Alistair Wilson being removed from the attendees.

Comms and FMQ Discussion

3. The Senior Management Team noted the weekend press coverage, including the Olympic torch relay in Scotland. It was agreed that the standing FMQ notes would be updated as usual.

KPI'S

4. The KPI report was discussed and noted. Ainslie McLaughlin updated the Board on MTRIPS projects and expected an update on AWPR in July. Frazer Henderson outlined the current rail issues; Roy Brannen outlined TRBO issues.

Sharon Fairweather reminded Directors that Certificates of Assurance were required this week.

Risk Register

6. It was noted that there had been no significant change to the Corporate Risk Register.

Constitution

7. Donald Carmichael updated the Board on the recent work in this area and Directors agreed to provide updates when necessary.

Climate Change Action Plan

8. The Board discussed the Climate Change Action Plan which proposes a list of actions for delivery between the financial reporting years 2012/13 to 2014/15. The Directors were content with the entries covering their own areas of responsibility and the Board agreed that the next step was to seek Ministerial clearance for publication.

AOB

9. Andrew Maclaren updated the Board on the Buchanan House refurbishment, that was due to start on Monday 18 June. 29 car park spaces were going but alternative arrangements will be made for staff with permanent spaces using the Concert Square Car Park. The Board noted Heather Cowan was leaving for a post in SG Health and wanted to pass on their thanks for her contribution during her time in Transport Scotland.

10. Parliamentary Reform was discussed briefly. Directors will monitor the increased workload this could bring.

11. The date of the next meeting was noted to be 9 July.

PS/Transport Scotland,
June 2012