



## **TSDb (12)8th Conclusions**

### **TRANSPORT SCOTLAND DIRECTORS MEETING 8W02 BUCHANAN HOUSE, 9 JULY 2012 10:00-12:30**

<b>Attendees</b>	David Middleton (Chair)	Chief Executive
	Ainslie McLaughlin	Director, MTRIPS
	Sharon Fairweather	Director, Finance and Analytical Services
	Alastair Wilson	Director, Aviation, Maritime, Freight and Canals
	Aidan Grisewood	Director, Rail
	Danny Chalmers	Communications
	Andrew Maclaren	Head of BICS
	Gillian McCole	PS/Transport Scotland
	Dougie Andrews	Agenda item 6 only
	Jill Mulholland	Transport Policy
	Graham Edmond	TRBO
	Kathy Johnston	ASD
<b>Apologies</b>	Roy Brannen	Director, TRBO
	Donald Carmichael	Director, Transport Policy
	David Swanson	Head of HR

### **Declarations of Interest**

1. No declarations of interest were made.

### **Minutes of Previous Meeting**

2. The minutes of the meeting of 11 June were agreed.

### **Comms and FMQ Discussion**

3. The Senior Management Team noted the weekend press coverage, including positive coverage of the Ministers summer tours.

### **KPI'S, Finance and Corporate Risk Register**

4. The KPI report was discussed and noted. In particular the Board were pleased to note that there had been a slight improvement in sickness levels with the organisation.
5. It was noted that the Risk Committee was due to meet on 10 July and the risk register would be updated after that discussion.
6. The content of Finance report was noted.

### **ASD paper**

7. Kathy Johnston presented the ASD paper and a discussion took place around the importance of involving ASD colleagues as early as possible in the policy development process. The Board agreed that Directorate business plans should be shared with ASD and that a lunchtime seminar should be organised to highlight the role of ASD within Transport Scotland.

### **First ScotRail Passenger Franchise Report**

8. Dougie Andrews presented this paper to the Board. A discussion took place around performance, including winter and passenger surveys, investment was also covered in the discussion. It was agreed that the next report would be in 6 months.

### **Ferries**

9. Alastair Wilson presented the bi annual Board update on Ferries. The Board noted it had been a particularly busy time for the ferries teams and passed on their thanks to the teams.

### **AOB**

10. It was noted that Keith Brown, Minister for Housing and Transport would be

attending Transport Scotland for a general catch up discussion on 30 August.

11. The revised Managers Forum was discussed and Directors reported that they had received positive feedback from their teams.

11. The date of the next meeting was noted to be 6 August and would be held at the offices of Loch Lomond and the Trossachs National Park.

PS/Transport Scotland,  
July 2012