



## **TSDB (12)12th Conclusions**

### **TRANSPORT SCOTLAND DIRECTORS MEETING 8W02 BUCHANAN HOUSE, 5 NOVEMBER 10:0000-12:30**

<b>Attendees</b>	David Middleton (Chair)	Chief Executive
	Sharon Fairweather	Director, Finance and Analytical Services
	Roy Brannen	Director, TRBO
	Aidan Grisewood	Director, Rail
	John Nicholls	Director, AMFC
	Donald Carmichael	Director, Transport Policy
	Gillian McCole	PS/Transport Scotland
	Andrew Maclaren	Head of BICS
	David Swanson	Head of HR
	Steven Carmichael	Communications
	David Anderson	MTRIPS
	Stephen Thomson	MTRIPS
	Beth Elliot	PS/DFM (agenda item 9 only)
<b>Apologies</b>	Ainslie McLaughlin	Director, MTRIPS

### **Declarations of Interest**

1. No declarations of interest were made.

### **Minutes of Previous Meetings**

2. The minutes of the meetings of 8 October and IDM(12)06 were agreed.

### **Minutes for noting**

3. The Board noted the contents of the Audit Committee minutes of the 8 October meeting.

### **Comms**

4. The Board noted the weekend press coverage and discussed the likely press and presentational items for the week ahead.

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

5. The KPI report was discussed and noted. The Board discussed the FOI stats and were pleased to note that the new Business Improvement Officer would be looking into the FOI performance and providing corporate support including updating the intranet guidance and arranging training courses.

6. FMQ feedback was discussed and it was agreed that Directors should be passed any traffic light information from FMs office.

7. The Finance report was noted.

8. The Corporate performance stats were discussed and it was agreed that monthly monitoring would continue until a sustained improvement had been achieved.

### **Constitution**

9. Donald Carmichael updated the Board on the current discussions surrounding transport issues.

### **Commonwealth Games**

10. Following discussion around the arrangements and forthcoming work required to ensure a successful Commonwealth Games the Board agreed that a distinct TS team be set up to co-ordinate the transport elements for which we are responsible.

### **AOB**

11. Beth Elliot, Private Secretary to the Deputy First Minister attended for an

introductory discussion with the Board.

12. The date of the next meeting was noted to be 3 December.

PS/Transport Scotland, November 2012