

TSDB (15) 7th Meeting

SENIOR MANAGEMENT TEAM MONTHLY MEETING 8W02 BUCHANAN HOUSE, GLASGOW 11:00-1300 27 July 2015

Attendees:

David Middleton (Chair)	Chief Executive
Donald Carmichael	Director, TP
Aidan Grisewood	Director, Rail
Bill Reeve	CTITU
Gary Cox	AMFC
Graham Edmond	MTRIPS
Hugh Gillies	TRBO
Elaine McAtamney	Finance
Danny Chalmers	TS Comms
David Swanson	HR
Sharon McIlroy	PS/Transport Scotland
Andrew Mackie	item 7 only

Apologies:

Roy Brannen	Director, TRBO
John Nicholls	Director, AMFC
Mike Baxter	Director, FASD
Michelle Rennie	Director, MTRIPS

Declarations of Interest

1. No declarations of interest were made. David welcomed Bill Reeve to the Senior Management Team meetings

Minutes of Previous meetings

2. The minutes of the meeting of 29 June were agreed.

Communications

3. Danny Chalmers provided an update of the current Comms and media issues. The transport media items last week included the resolution of the RMT Calmac dispute, completion of the Winchburgh Tunnel works, Borders Rail opening preparation and confirmation of Royal attendance and the possible strike and Sumburgh Airport. For the week ahead there is the publication of the A9 speed Cameras performance data, A9 Dualling Exhibition on Wednesday and the publication of the SQUIRE report

KPI'S

4. The routine update on Key Performance Indicators was discussed in detail and noted. There were no new major issues, with Directors updating colleagues on Queensferry Crossing, EGIP, Borders, M8, AWPR it was agreed that the Rail franchise should now be removed.

Corporate Correspondence Statistics

5. For correspondence (PQs, MCS, Chief Executive Correspondence, and FOI cases) the figures covered June 2015. This was again a very good month for performance in meeting final deadlines. PQs (98%), CE Correspondence (100%), MCS (99%), ORs (87%) and FOIs (100%).

Finance

6. Elaine McAtamney reported on progress with 98% on payment performance for June. The directors discussed and noted.

Abellio ScotRail - Governance - Transport Scotland Directors Board Report - Introduction to Abellio Franchise and performance in first 3 periods

7. Andrew Mackie attended to update directors on the performance and management of the first 3 months of the ScotRail Franchise which was launched by Abellio on 1st April 2015.

AOB

8. It was agreed that the Nation transport Strategy should be added to the agenda for future meetings.

PS/Transport Scotland
July 2015