

TSDB (14) 6th Meeting

SENIOR MANAGEMENT TEAM MONTHLY MEETING 8W02 BUCHANAN HOUSE, GLASGOW 10:00-11:30 16 June 2014

Attendees:

David Middleton	Chief Executive
Ainslie McLaughlin	Director, MTRIPS
Roy Brannen	Director, TRBO
Sharon Fairweather	Director, FASD
John Nicholls	Director, AMFC
Aidan Grisewood	Director, Rail
Andrew Maclaren	Head of BICS
Danny Chalmers	TS Comms
David Swanson	HR
Sharon McIlroy	PS/Transport Scotland
Jill Mulholland	TD
Bertrand Deiss	(Item 9 only)

Apologies:

Donald Carmichael	Director, TD
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Declarations of Interest

1. No declarations of interest were made.

Minutes of Previous meetings

2. The minutes of the meeting of 19 May were agreed.

Communications

3. The weekend press coverage was discussed there had been continuing media coverage last week about Commonwealth Games transport issues, and the arrival of the Queen's Baton Relay in Scotland. There had been announcements about the AWPR bidder, the trams enquiry. This week Ministers have transport engagements and meetings involving canals, Prestwick, A9 speed cameras, and the transport awards event on Thursday.

KPI'S

4. The KPI's were discussed and noted as making good progress.

Corporate Correspondence Statistics

5. The Senior Management team discussed performance in April. The performance was noted as very good as there had been an increase in performance across the organisation.

Corporate Risk Register

6. The risk register was discussed and had no major changes from the May report, with some updated text for rail items, the Games, and the Edinburgh Trams item was confirmed as having been removed.

Constitution

7. The updated position and progress of the transition plans and cross cutting plans were noted and discussed.

Finance

8. No finance report this month.

ICI Committee – TS Announcements

9. Bertrand Deiss attended to discuss handling notification of transport media announcements for the Scottish Parliament Infrastructure and Capital Investment Committee.

TS2014

10. Roy Brannen outlined the on-going commitments in liaising on transport issues with Ministers, SG 2014 colleagues, Glasgow 2014 and the many other stakeholders involved for the Bannockburn anniversary, Commonwealth Games, Forth Road Bridge 50th anniversary and the Ryder Cup.

PS/Transport Scotland
June 2014