

Board Meeting Agenda

Date: Wednesday 13 February 2013
Location: Salisbury Room, St Brides Foundation, London
Start time: 1400

Time	Item	Subject	Leading	Paper
Part A: Preliminary				
14.00	1.0	Chairman's opening remarks; apologies	Chairman	
	2.0	Minutes of the previous Board meeting	Chairman	√
	3.0	Board action matrix	Chairman	√
	4.0	Chairman's report	Chairman	
Part B: Work plan report				
14.20	5.0	<u>Chief Executive's work plan report</u>	Anthony Smith	√
	5.1	Activity report including research, communications, resources and corporate governance		
	5.2	Research report October – December 2012		√
	5.3	Finance report October – December 2012		√
Part C: National issues, objectives and priorities				
14.40	6.0	Review of national passenger issues, including <ul style="list-style-type: none"> • Fares and ticketing including January fares rise • Brown review of franchising • HS2 	Mike Hewitson	√
15.00		Break		
Part D: Passenger and industry facing work				
15.10	7.0	Review of passenger and industry facing work: includes further details on complaints (as per action point BM220) and <ul style="list-style-type: none"> • Forthcoming BPS publication and launch • Bus punctuality project 	David Sidebottom	√
Part E: Corporate Affairs				
15.30		<u>Matters for discussion/approval</u>		
	8.0	To receive and endorse draft Version 3 minutes of the Audit Committee meeting of 16 January 2013	Bill Samuel	√
	9.0	To receive and endorse draft Version 3 minutes of the Statistics Governance Group of 5 December 2012	Chairman	√
	10.0	To discuss and agree an Open Data Strategy: this is Passenger Focus's response to the public sector transparency agenda	Jon Clay	√
	11.0	To discuss and agree the Work Plan and budget for 2013-14	Anthony Smith	√
	12.0	Any other business		

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15.45 **The board will be asked to resolve to go into private session**

13.0 Call centre contract – to discuss and agree proposal for reletting respecified contract

David Sidebottom

√

14.0 Preferred supplier list – to discuss and agree proposal for replacing current research framework contract

Ian Wright

√

16.00 Close