

# Board Meeting Agenda

**Date:** Wednesday 16 May 2012  
**Location:** Meeting room G36/38, Piccadilly Gate, Manchester  
**Start time:** 1400

Time	Item	Subject	Leading	Paper
<b>Part A: Preliminary</b>				
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	
<b>Part B: Workplan report</b>				
14.10	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	Q4 Research report		√
	5.3	Q4 Finance report		√
<b>Part C: National issues, objectives and priorities</b>				
14.30	6.0	<u>Review of national passenger issues</u>	Mike Hewitson	√
		<ul style="list-style-type: none"> <li>• Franchising</li> <li>• Fares and ticketing review</li> <li>• Disruption</li> </ul>		
<b>Part D: Passenger and industry facing work</b>				
14.50	7.0	<u>Review of passenger and industry facing work</u>	Katie Armstrong/ Linda McCord	√
		<ul style="list-style-type: none"> <li>• TOC NPS results follow up actions</li> <li>• BPS industry engagement</li> <li>• Passenger contacts and projects</li> </ul>		
<b>Part E: Corporate Affairs</b>				
15.10		<u>Matters for discussion/approval</u>		
	8.0	To receive and endorse draft V3 minutes of the Remuneration Committee meeting of 14 March 2012	Nigel Walmsley	√
	9.0	To receive and endorse draft V3 minutes of the Audit Committee meeting of 18 April 2012	Bill Samuel	√
	10.0	To receive and discuss the Audit Committee's risk report for half year ending March 2012	Bill Samuel	√
	11.0	To receive and endorse the Audit Committee's annual report to the Board and discuss conclusions of the recent reviews of effectiveness and satisfaction	Bill Samuel	√
	12.0	To receive and endorse Passenger Focus's annual report and accounts 2011-12	Anthony Smith	Paper to follow
	13.0	To receive and endorse bus passenger survey tender	Ian Wright	√
	14.0	Any other business		
16.00		Close		