

Board Meeting	Date	16/02/21	Time	14.00-15.45	Venue	Video Conference (Zoom)
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Time	Item	Subject	Leading
Part A Public Affairs			
14.00	1	Chair's opening remarks; apologies and introductions; declarations of conflicts of interest.	Jeff Halliwell Chair, Transport Focus
14.05	2	Welcome	Trisha McAuley OBE Board member for Scotland
14.10	3	Update on Transport Focus work in Scotland and look to the future	Robert Samson, Senior Stakeholder Manager Scotland, Transport Focus
14.25	4	KEYNOTE ADDRESS: Actions for a fairer, greener transport system (Questions to the Cabinet Secretary if time permits)	Michael Matheson MSP, Cabinet Secretary for Transport Infrastructure and Connectivity
14.45	5	Meeting the transport needs of young people	Louise Macdonald OBE, Chief Executive Young Scot
14.50	6	Meeting the transport needs of people in poverty	Neil Cowan, Senior Policy and Parliamentary Officer, The Poverty Alliance
14.55	7	Panel Questions and Answers: Heather Cowan, Head of Strategy Climate and Integration, Transport Scotland Alex Hynes, Managing Director, Scotland's Railway Julianne Robertson, Chair, Transform Scotland Paul White, Director, CPT Scotland	Trisha McAuley OBE Board member for Scotland
15.20	8	Wrap up and forward look	

Part B		Corporate affairs			
15.25	1	Board meeting minutes: January 2021	Jeff Halliwell	Approval	✓
	2	<u>Committee meeting minutes:</u>			
	2.1	Audit and Risk Assurance Committee (January 2021)	Isabel Liu	Discussion	✓
	3	<u>Reports from subsidiaries:</u>			
	3.1	Transport Focus Wales Limited (February 2021) Including update on project TFW136 The passenger experience of demand responsive transport in Wales	David Sidebottom David Beer	Discussion Discussion	✓
	4	<u>For noting by the Board</u>			
		<i>Items previously approved out of meeting:</i>			
	4.1	BRD2021-007 101 Omnibus Survey RfC No 4	Jeff Halliwell	Information	✓
	5	Corporate Governance			
	5.1	Campaigns Steering Group: updated terms of reference	Jon Carter	Approval	✓
15.45	6	Any other business Close			