

Board Meeting Agenda



Meeting:	Scottish Canals Board
Date and Time:	Thursday 7 th November 2024 09.30– 13.00
Venue:	The Falkirk Wheel – The Wheelroom and the Trossach Room

Members	Maureen Campbell	- Chair
	Carolyn Sawers	- Vice Chair
	Rob McGregor	- Board Member
	Robin Strang	- Board Member
	Michelle Wailes	- Board Member
	Neil McDonald	- Board Member

Attendees	John Paterson	- Chief Executive Officer (Item 3 onwards)
	Richard Millar	- Chief Operating Officer (Item 3 onwards)
	Amelia Morgan	- Director of People, Safety & Governance
	Sarah Jane Hannah	- Director of Finance & Business Services (Item 3 onwards)
	Nicola Christie	- Head of Governance & Legal (Secretary) (Item 3 onwards)
	Andy Robinson	- Head of Governance and Special Projects, Transport Scotland (Item 3 onwards)
	Bob Bridges	- Canals Policy and Sponsorship Manager, Transport Scotland (Item 3 onwards)
	Vikki Fleming	- Executive Personal Assistant (Minute Taker)

Apologies

Board Meeting Agenda



Item	Topic	Responsibility	Status	Time guide
1.	Welcome, Apologies and Declaration of Interests	Chair	Open	09.30
2.	[REDACTED]	Noting/Director of People, Safety & Governance	Closed	09.30
3.	Approval of Board Meeting Minutes (i) 29-08-2024	Approval/All	Open (subject to redactions)	09.45
4.	Review of Previous Actions Matters Arising (i) 35 Hour Working Week Update	Monitoring/Chair Noting/Director of People, Safety & Governance	Open (subject to redactions)	09.50
5.	Audit & Risk Committee Chair Report (i) 10-10-2024 Draft ARC Minutes (ii) Annual Procurement Report 23-24 (iii) Corporate Risk Appetite Statements	Noting/ARC Chair	Open (subject to redactions)	10.00
6.	Business Plan 2024/25 Q2 Performance Report (i) CEO Overview (ii) Forth & Clyde Lock Gate Replacement and Restoration Programme Presentation (to follow) (iii) Lock 16 Canal Centre Update (iv) Q2 Key Performance Indicators including: Q2 Health & Safety Dashboard Q2 Corporate Communications & Marketing Report (v) Q2 Corporate Risk Report and Corporate Risk Register	Noting/CEO Noting/Chief Operating Officer Noting/Chief Operating Officer Noting/Director of People, Safety & Governance Noting/Director of Finance & Business Services	Open (subject to redactions)	10.20
BREAK - 11.00				
7.	Q2 2024/25 Finance Report (i) Q2 Update (ii) 2025/26 Financial Projections Presentation (to follow)	Noting/Director of Finance & Business Services	Open (subject to redactions)	11.15

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8.	Q2 2024/25 Capital Investment Programme Report	Noting/Chief Operating Officer	Open (subject to redactions)	11.45
9.	Q2 2024/25 Commercial Investment Plan Report [REDACTED]	Noting/Chief Operating Officer Decision/Chief Operating Officer	Open (subject to redactions) Closed	12.00
10.	Any Other Business	All	Open	12.20
	Date of Next Meeting – 13 th February 2025 at The Falkirk Wheel – The Wheelroom & the Trossach Room			
12.30	Lunch			