

Board Meeting Agenda

DATE	TIME
Thursday 22 May 2025	09:30 to 13:00
VENUE	The Falkirk Wheel – BluePrint Room

MEMBERS	Maureen Campbell	MC	Chair
	Carolyn Sawers	CS	Vice Chair
	Rob McGregor	RMcG	Board Member
	Robin Strang	RS	Board Member
	Michelle Wailes	MW	Board Member
	Neil McDonald	NMcD	Board Member
ATTENDEES	John Paterson	JP	Chief Executive Officer
	Richard Millar	RM	Chief Operating Officer
	Sarah Jane Hannah	SJH	Finance & Business Services Director
	Brian Auld	BA	Head of Health, Safety & Sustainability
	Nicola Christie	NC	Head of Governance & Legal (Secretary)
	Vikki Fleming	VF	Executive Personal Assistant (Minutes)
	Andy Robinson	AR	Canals Policy & Sponsorship Manager, Transport Scotland (Item 2 onwards)
	Ross McMillan	RMcM	Head of Destinations (item 9iii only)
	Emma Neilson	EN	Development Manager (item 9iii only)
APOLOGIES	Amelia Morgan	AM	People, Safety & Governance Director

Item	Topic	Responsibility	Purpose & Status	Time
1.	People Update i. [REDACTED]	Director of Finance & Business Services	Awareness Closed	09:30 15 mins
2.	Welcome, Apologies and Declaration of Interests	Chair	Awareness *Open	09:45 5 mins
3.	Approval of Board Meeting Minutes i. 13 March 2025 ii. 13 March 2025 Strategy Session Notes iii. 25 March 2025	All	Approval *Open	09:50 5 mins
4.	Review of Previous Actions & Matters Arising	Chair	Assurance *Open	09:55 10 mins
5.	Business Plan 2024/25 Q4 Performance Report i. CEO Overview ii. Q4 Key Performance Indicators including:	Chief Executive Officer	Assurance *Open	10.05 15 mins

	Q4 Health & Safety Dashboard Q4 Corporate Comms & Marketing Report iii. Q4 Corporate Risk Report			
6.	Q4 2024/25 Finance Report	Director of Finance & Business Services	Assurance *Open	10:20 15 mins
7.	Initiatives to address Budget 2025/26 overspend	Chief Executive Officer / EMT	Awareness *Open	10:35 30 mins
	BREAK			11:05 15 mins
8.	Q4 2024/25 Capital Investment Programme Report	Chief Operating Officer	Assurance *Open	11:20 15 mins
9.	Q4 2024/25 Commercial Investment Plan Report i. 	Chief Operating Officer Head of Governance & Legal	Awareness *Open Assurance *Open	11:35 10 mins 11:45 10 mins
10.	Future Water Management Developments No paper. Presentation on the day	Chief Operating Officer	Awareness *Open	11:55 25 mins
11.	The Falkirk Wheel Masterplan – Update No paper. Presentation on the day	Head of Destinations / Development Manager	Awareness *Open	12:20 35 mins
12.	Any Other Business	All	Awareness *Open	12:55 15 mins
	CLOSE & LUNCH			13:10
Date of Next Board Meeting – 28 August 2025, Venue TBC				

NOTE: *Open, subject to redactions