ACTION POINTS

ITEM NO.	OPEN SESSION – ACTION	ACTION BY (INITIALS)	DUE DATE	RESPONSE PROCESS			
SEPTEMBER BOARD MEETING							
6.	Matters Arising not on Agenda			Awaiting			
c/fwd fr Sept Bd Mtg	 Staff to review items considered in the confidential section of the meetings and report to the Board which items are no longer in confidence 	AHS	ТВА	upload on the intranet			
	Business Report			planning			
9.	The Board requested that a full Disaster Recovery Exercise be organised early in the New Year	GE	31 Mar 2013	planning underway			
10.	Business Report						
c/fwd fr Sept Bd Mtg	 The Board requested a vigorous campaign to deal with fare evasion 	GE	TBA	on-going			
NOVEMBER BOARD MEETING							
9.	Business Report						
	People & Services						
	 Business report to include information on convictions achieved due to assaults on parking attendants 	SH	25 Feb 2013	No convictions			
	Operations	0.5	E 1 0040				
	 Patronage report to be submitted to the Board focussing on change with an emphasis on marketing 	GE	Feb 2013	Report on agenda			
18 DECEMBER BOARD MEETING							
2.	Change in format for 2013 Meetings						
	 Confidential meeting to precede the Open meeting 						
	 Prior to Open meeting, the Chairman to brief public and media in attendance as to the general themes discussed in the confidential section 	AL	25 Feb 2013				
	 Following the Open meeting, the Chairman will be available for media interviews 						
3.	Declarations / Conflicts						
	 Interest Register to be updated to include interests notified by Pip Dunphy 	DF	25 Feb 2013	Interest register updated.			





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9.	Business Report			
	Chief Executive's Report			
	 Two strategic reports – HR Strategy and ITP to be presented to the February Board meeting. The report should note the presentation to Parliament's Select Committee on RTMA. 	DW	25 Feb 2013	Report included in Feb agenda
	Operations			
	 Report on Rail Patronage to be presented to the February Board meeting highlighting the root causes for lack of increase in patronage, actions to be undertaken and how this would work. 	GE	25 Feb 2013	Report included in Feb agenda

