

	Item	Action	Timescale
1	Welcome from Pat Taggart, Principle Advisor, APSE.		
2	Presentation from David Wylie, Head of Contract Management, Freight Transport Association (FTA). Featuring the topic "How to half your prohibition".		
3	Cllr Ruth Simpson Apologies Date for next meeting Tuesday 31 March 09		
4	P. Taggart asked group for ideas of potential topics/presenters for the Avimore event 2009. Discussion fruitful with a number of topics suggested.		
5	P. Taggart delivers APSE Update, introduces new member of staff Gary Mooney.		
6	P. Taggart informs the group of Health and Safety group progress and details of next meeting, 2 March discussing HAVS. P. Taggart, Performance Networks. Group discuss issues and potential topics to cover in future meetings.		
7	P. Taggart agrees to send out Customer Satisfaction Survey along with Minutes from meeting.		
8	AOCB:- Tom Robertson offers to hold the next meeting in Fife on Tuesday 31 March 09. Chair thanks the group and brings meeting to a close.		