

# **NORTHERN IRELAND TRANSPORT HOLDING COMPANY**

## **Minutes of the Board Meeting held on 21<sup>st</sup> November 2018 at 10.15am, in Connelly Station, Dublin**

**PRESENT:** F Hewitt (Chairman)  
C Conway (GCE)  
T Depledge (AD, Senior Independent Director)  
A Reavey (AR)  
B Mitchell (BM)  
P Anderson (CFO)  
P O'Neill (CBCO)  
H McCartan (HM)  
M Sweeney (MS)

**IN ATTENDANCE:** P Rooney (GC, General Counsel & Company Secretary)

**APOLOGIES:** G Milligan (GM, CCSHR Officer)

### **GROUP STATEMENT**

The Directors of the Northern Ireland Transport Holding Company are also the Directors of all other companies within the Group. As such they are mindful of their responsibilities and statutory duties to each. These minutes record the business of the Group meeting at which matters, factors and decisions relating to individual companies were raised and addressed.

### **3587 WELCOME**

The Chairman welcomed members to the meeting and noted one apology.

### **3588 DECLARATION OF INTERESTS**

No interests were declared in relation to the meeting.

### **3589 MINUTES & ACTION LIST**

The minutes of the previous meeting were formally approved.  
Matters and actions arising were discussed and noted.

### **3590 CHAIRMAN & BOARD BUSINESS**

- (i) Britain in Bloom - The Chairman reported on his attendance at the 2018 Britain in Bloom and expressed his congratulations and thanks to all involved.
- (ii) Long Service Awards – HM reported on her attendance and the Board collectively extending their congratulations to GM and his team for all their efforts.

### **3591 SAFETY PERFORMANCE REPORT**

The Board took the report as read.

CBCO spoke to the report and noted that the adverse weather conditions during the period caused some disruption.

### **3592 GCE REPORT**

The Board took the report as read, and the Chairman invited GCE to speak on the following:

- (i) Financials: Revenue are above target YTD primarily due to increase in fare paying passenger income.
- (ii) Passenger journeys: 1.4M increase YTD. CBCO noted that Storm Ophelia impacted passenger numbers in the same period last year.
- (iii) Operations: Rail fleet availability was met.
- (iv) Commercial Operations: A targeted Belfast city fare promotion has been implemented Driver App was launched in Oct 2018 for X3/4 services allowing customers to purchase tickets online up to 1 hour prior to departure.
- (v) Major Capital Projects: CAF negotiations have been successfully concluded  
Belfast Hub – expected date for planning decision is end of 2018  
Derry-Londonderry Hub and Portrush refurbishments - progressing as planned.
- (vi) Legal & Governance: The Board noted and approved the Company's Modern Slavery Statement.
- (vii) Stakeholder engagement: GCE accompanied by CFO met with G4S in Mallusk.

### **3593 FINANCE REPORT**

The Board took the paper as read. The CFO noting the following highlights.

- (i) Overview –Revenues are higher than budget YTD due to increased passenger numbers particularly on NIR and Metro, despite adverse weather condition
- (ii) Metro – Glider journeys and revenues trending above budget. DfI have been updated on performance.
- (iii) Passenger journeys – yields are very positive.

CFO confirmed that the 2019/20 budget was currently being prepared and would be presented to Board early 2019.

### **3594 DFI CORRESPONDENCE**

No DfI correspondence to note.

### **3595 AD HOC PAPERS**

Ad Hoc papers were noted by the Board.

### **3596 MAJOR PROJECTS KPI TRACKER**

The Major Projects Tracker was noted by the Board.

### **3597 MINUTES OF COMMITTEE MEETINGS**

The minutes of the Project Oversight Committee meeting held on 16 October 2018 and the GRPC report held on 12 September 2018 were noted.

**3598 ANY OTHER BUSINESS**

The Chairman noted the anomaly in the final updated MSFM document regarding the reappointment of Board members.

**3599 DATE OF NEXT MEETING**

16 January 2018

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Chairman