

# **NORTHERN IRELAND TRANSPORT HOLDING COMPANY**

## **Minutes of the Board Meeting held on 17 September 2019 at 9.30am The Boardroom, 22 Great Victoria Street, Belfast**

**PRESENT:** Chris Conway (GCE)  
Anthony Depledge (AD, Acting Chairman)  
Angela Reavey (AR)  
Patrick Anderson (CFO)  
Philip O'Neill (CBCO)  
Hilary McCartan (HM)  
Mark Sweeney (MS)  
Bernard Mitchell (BM)

**IN ATTENDANCE:** Gordon Milligan (GM, CCSHR Officer)  
Priscilla Rooney (GC, General Counsel & Company Secretary)

### **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.

### **3690 WELCOME AND APOLOGIES**

The Acting Chairman<sup>1</sup> welcomed members to the meeting.

### **3691 DECLARATION OF INTERESTS**

No interests were declared in relation to the meeting.

### **3692 MINUTES & ACTION LIST**

The minutes of the previous meeting were formally approved.

All actions/decisions arising from the previous meeting were noted as completed.

### **3693 CHAIRMAN & BOARD BUSINESS**

GCE provided a brief update on the matter of NITHC Board appointments. The Northern Ireland (Ministerial Appointment Functions) (No.2) Regulations 2019,

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<sup>1</sup> AD was nominated at the previous Board meeting, to act as Chairman (Acting Chairman), until such times as a new Chairman was appointed [3685].

which includes specific reference to NITHC, was brought before the House of Lord's on 9 September and passed this stage. It will be scheduled for debate in the Commons, after the Parliamentary session resumes.

The Board discussed the recent news regarding the difficulties facing Wrightbus and GCE advised that the Company was considering the impact and effect on Translink.

### **3694 SAFETY REPORT**

The Board took the report as read, CBCO noting the following:

- (i) Safety Performance Indicators: Passenger injuries showed a positive trend and continue to remain below target. The Company has seen a 30% reduction (since the last period) in vehicle collisions.

### **3695 GCE REPORT**

The Board took the report (and KPI summary) as read, and the Acting Chairman invited the GCE to speak on the following:

- (i) Financial: There remains an adverse impact to budget due to the impact of The Open, and Lurgan Area Track Renewals.
- (ii) Customer Service: Metro punctuality remains challenging as diversions due to Primark and NIE road works adversely impact on traffic congestion.
- (iii) Commercial Operations: Christmas promotions were being finalised on the assumption that there would be no relaxation on car park charges.
- (iv) PR & Comms: Glider marked its 1<sup>st</sup> birthday on 3 September with a number of successful events.
- (v) Digital Services: eCommerce sales during June indicated a 40% increase on the same period last year.
- (vi) Legal & Governance: The No-Deal Brexit corporate risk register was discussed by members. The extension to the PSA was noted and agreed.

### **3696 FINANCE REPORT**

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

- (i) The CFO emphasised the very challenging nature of the 2019/20 budget and confirmed that the headlines from the LBE 1 had been shared with DfI.

Following a detailed and focused Q&A, the Board noted the current situation and emphasised the importance of addressing the structure and sustainability of funding.

### **3697 DFI CORRESPONDENCE**

The Board took the correspondence as read.

**3698 AD HOC PAPERS**

The Board noted the ad hoc papers.

**3699 MAJOR PROJECTS KPI TRACKER**

The Major Projects Tracker was noted by the Board.

**3700 MINUTES OF COMMITTEE MEETINGS**

The minutes of the Project Oversight Committee meeting held on 20 August 2019, and the minutes of Board Audit and Risk Committee (BARC) meeting held on 12 September 2019 were all noted by the Board as read. BM also advised members that the current membership of BARC would lapse, and proposed that it should continue for the duration of the term of the current Board. The Chairman proposed that all Board committee memberships should continue for the duration of the term of the current Board.

**DECISION:** Members agreed and approved that all Board committee memberships should continue for the duration of the term of the current Board.

The summary note of the Group Remuneration and Pensions Committee (GRPC) held on 17 September, was noted by the Board as read.

**3701 ANY OTHER BUSINESS**

None.

**3702 DATE OF NEXT MEETING**

The GCE reminded Board members that the Bi-Annual Board meeting with the Permanent Secretary and DfI colleagues was scheduled following the next Board meeting on 16 October 2019.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
Chairman (Acting)