

# **NORTHERN IRELAND TRANSPORT HOLDING COMPANY**

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

**PRESENT:** Frank Hewitt (Chairman)  
Chris Conway (GCE)  
Anthony Depledge (AD, Senior Independent Director)  
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.

#### **3638 Presentation On Glider**

- *Robin Totton and Richard Anderson joined the meeting and presented an overview of the Glider.*

The Chairman thanked Robin and Richard and, on behalf of the Board, congratulated the entire Glider team for the successful implementation.

#### **3639 WELCOME AND APOLOGIES**

The Chairman welcomed members to the meeting

#### **3640 DECLARATION OF INTERESTS**

No interests were declared in relation to the meeting.

#### **3641 MINUTES & ACTION LIST**

The minutes of the previous meeting were formally approved.

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

### **3642 CHAIRMAN & BOARD BUSINESS**

The Chairman thanked all Board members for their attendance and support of the Translink Safety Conference on 4<sup>th</sup> April 2019.

The Chairman reported on the Urban Transport Group dinner, which he attended with GCE.

### **3643 SAFETY REPORT**

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

- (i) Vehicle collisions – continue to show a positive downward trend;
- (ii) Crime – while the trend is positive, there appears to be a slight increase in anti-social behaviour and the team continues to keep this under review and work with statutory bodies in this regard.
- (iii) Safety Conference – thanked Board members for their attendance and engagement, which was positively received by employees and safety representatives.

### **3644 GCE REPORT**

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

- (i) Financial: Year-end end accounts are being finalised and outturn is in line with the most recent forecast.
- (ii) Passenger journeys: At over 84m, passenger numbers have increased by 4% since last year and are the highest in 20 years.
- (iii) Customer Service: Service delays showed an improvement of 34% year to date over last year on rail networks. Bus punctuality was impacted by congestion and the Primark fire. A Metro Refresh project is planned to incorporate a series of schedule changes and punctuality improvements.
- (iv) Digital Services: e-Commerce sales increase by more than 17% and anticipate further growth with launch of new website.
- (v) Major Capital Projects: Belfast Transport Hub planning application was passed on 29 March 2019.
- (vi) Ticketing: Preparations underway to roll out new ticketing system on Metro and Ulsterbus.
- (vii) Legal & Governance: Brexit – Translink continues its contingency planning in the case of a ‘no deal’.

### **3645 FINANCE REPORT**

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

- (i) Year End Accounts – Preparations continue to finalise the year-end trading position, which will be presented to Board in May.
- (ii) Capital Expenditure – Total of 506 capital grant claims were submitted to DfI during 2018/19.
- (iii) Treasury Report – Considered at POC and noted by Board.

### **3646 DFI CORRESPONDENCE**

The Board took the correspondence as read.

**3647 AD HOC PAPERS**

None to note.

**3648 MAJOR PROJECTS KPI TRACKER**

The Major Projects Tracker was noted by the Board.

**3649 MINUTES OF COMMITTEE MEETINGS**

The minutes of the Project Oversight Committee meeting held on 19 March 2019 were noted. The POC Chair confirmed to the Board that the POC report for the Annual Accounts was being finalised.

The summary report of the GRPC meeting held on 17 April 2019 were noted.

The annual pension status paper was noted.

The minutes of the BARC meeting held on 6 March 2019 were noted as reflected in the previous Board update.

**3650 ANY OTHER BUSINESS**

Agenda for the Dfl Bi-Annual meeting was reviewed.

**3651 DATE OF NEXT MEETING**

15 May 2019

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