

WEEKLY BUSINESS REVIEW
Monday 21 December 2020 @ 2pm
A G E N D A

1. Apologies
2. Agreement of Weekly SitRep
3. Matters arising
4. Minister's diary
5. Forthcoming Executive and Assembly business
6. Media and presentational issues
7. Fol and EIR requests
8. Chair's business
9. Emerging issues
10. Preparation for weekly stocktake
11. AOB

Action Points

Present Linda MacHugh
 Andrew Murray
 Julie Thompson
 Kerry McCarroll
 Gavin Hamilton
 Darren Oldroyd (note taker)

Apologies Katrina Godfrey
 Sian Kerr
 Aine Gaughran

Agenda Item No.	Action Required	Officer Responsible
2.	Agreement of Departmental SitRep SitRep 'by exception only' for next two weeks	Gavin
3.	Matters Arising Katrina to consider arrangements for reports to autumn council meetings, production arrangements and Departmental attendees prior to discussion.	Katrina
4.	Minister's diary Meeting with Finance Minister on Concessionary Fares – Tue 22 Dec Meeting with Chair and Deputy Chair of Infrastructure Committee – Wed 23 Dec	

5.	Forthcoming Executive and Assembly business Executive Meeting 9am Tue 22 Dec	
6.	Media and presentational issues Consider Press Release on Taxi / bus operator scheme to issue before Wednesday Issue press release on transport guidance Tidal Flood Alleviation Scheme Flood Risk Consultation Road Safety Message – 31 Dec	Kerry Kerry Kerry Kerry Kerry
7.	Fol and EIR requests	
8.	Chair's business	
9.	Emerging issues BCC Bolder Belfast Vision – to speak to TPD (Barry Armstrong) Update on Clarence Court car park and wider parking policy required from Bernard McClure / Liz Loughran Concerns about major projects being challenged on environmental grounds Concerns about DoF procurement board arrangements Derry / Strabane city deal to be announced Deirdre Mackle seeking retirement Key workers within DfI may need to be prioritised for vaccination (Driving Test personnel a particular concern). If problems develop, request needs to be escalated. Keep Linda updated on any requests for desks and chairs for home working	Julie Linda/Julie No Action No Action No Action No Action Andrew / Julie
10.	Preparation for weekly stocktake	N/A

11.	AOB Send out Assurance Statement to G3s to review – EU Contingencies Deadline to TEO – 31 December	Gavin
12.	Next Meeting The next meeting is scheduled for Monday 4 January at 2pm.	Darren Oldroyd