

WEEKLY BUSINESS REVIEW MEETING

MONDAY 20 MARCH 2018

AGENDA

1. PSG / Chairman's Issues
2. Emerging Issues
3. FOI

ACTION POINTS

Present: Peter May
John McGrath
Andrew Murray
Tom Kennedy
Linda MacHugh
Grainne McConnell
Alan Doherty

Apologies: Fiona McCandless
David Crabbe

| Agenda Item No. | Action Required | Officer Responsible |
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| 1. | <p>Matters Arising</p> <p><u>Budget Briefing</u> Peter reminded WBR members that officials would brief Party spokespersons next Tuesday and he asked John to make a presentation. He also asked Grainne to prepare a press release to issue immediately after the presentation.</p> <p><u>Social Media Schedule</u> Grainne said she would issue a reminder for comment but if no further comments were received, it would be assumed that colleagues were content.</p> | <p>John McGrath</p> <p>Grainne McConnell</p> <p>Grainne McConnell</p> |
| 2. | <p>PSS / Chairman's Issues</p> <p><u>Consultations</u> Andrew confirmed that PSS agreed that consultations could be issued without a Minister. He added that any cross cutting consultations should be mutually agreed at Perm Sec level.</p> | <p>WBR to note</p> |
| 3. | <p>Leadership Event</p> <p>Peter asked Tom that those issues which had arisen at the recent</p> | <p>Tom Kennedy</p> |

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| | staff engagement forum in Ballymena be reflected in the arrangements for Thursday's event. WBR agreed the agenda and format of the event. | |
| 4. | Request for Information Peter asked WBR members to forward any comments to Alan by close of play on Wednesday 21 March 2018. | WBR |
| 5. | Emerging Issues <u>Winter Service</u> Peter asked Grainne to liaise with Roads colleagues regarding the amount of salt used on the network this winter season. <u>Colin Town Village Centre</u> Peter asked Andrew to speak to Mark Browne (TEO) regarding the media handling of this issue. He also asked Grainne to monitor the situation and react to any media. <u>Translink Passenger's Charter for Bus and Rail Users Autumn 2017 Monitoring Results</u> Peter suggested Grainne prepare some lines to take should media show an interest in this issue. <u>Go Live of Clamping and Removal of vehicles in Bus Lanes</u> Peter also asked Grainne to issue a reminder to media outlets of the impending full implication of the clamping and removal of vehicles regime. | Grainne McConnell Andrew Murray /Grainne McConnell Grainne McConnell Grainne McConnell |
| 6. | Next Meeting The next meeting will be held on Monday 26 March 2018, at 9.15, in the Ford Room. | WBR to note |