



## **Minutes of Board Meeting**

**Held on Friday 9<sup>th</sup> December 2011**

**At 10.30am at NTA Offices**

**Present:** Mr John Fitzgerald (Chairperson), Mr Gerry Murphy (CEO), Mr John Tierney (Dublin City Manager), Ms Margaret O'Shaughnessy, Mr Frank King, Ms Valerie O'Reilly, Mr James Deegan, Mr Damian Usher, Ms Linda Saunders, Dr Berna Grist.

**Apologies:** Mr Hugh Creegan (Director of Transport Planning and Investment, due to attendance at the Minister of State's Taxi Review Group meeting), Mr Daithí Alcorn.

**Staff in attendance:** Mr Jeremy Ryan (Agenda Item 6); Mr Peter Cranny (Agenda Item 7); Ms Anne Graham (Agenda Items 6 & 7); Mr Philip L'Estrange (Director of Finance and Corporate Affairs); Mr Karl Seeber (Minutes).

\* \* \* \* \*

### **1. Minutes of previous meeting**

The minutes of the meeting held on 18<sup>th</sup> November 2011 were agreed.

### **2. CEO Report**

The Chief Executive outlined the details of the fare increases being announced today which will take effect in January. A decision on increases in intercity rail fares will be taken at a later date.

The integrated ticketing scheme will be launched by Minister of State Alan Kelly, T.D. on 12 December.

The closing date for the receipt of applications for grants for the purchase of Wheelchair Accessible Taxis has passed. A late flurry of applications was received.

The work of the Taxi Review Group is nearing completion and its report will be submitted to Government for consideration. The Authority will have a significant role to play in implementing the report's recommendations.

The Authority has reached agreement in the case of a legal action taken against it by a member of the taxi industry.

On staffing issues, the Chief Executive informed the Board that Ms Regina Gannon has resigned her temporary position as Accountant at the Authority in order to take up a permanent position elsewhere in the public sector. The Board asked the Chief Executive to convey their thanks to Ms Gannon for her significant contribution to the Authority and to wish her every success in her new post.

Arising from the update, Board members discussed a number of issues including Luas subvention levels, the impact of free travel at peak travel times, the Authority's participation in the all island freight forum, the coach parking study, the status of the taxi review and the Luas service to the National Convention Centre. The CEO noted their comments for appropriate follow-up action.

### **3. Audit Committee Report**

Mr Tierney provided an update on the work of the Audit Committee throughout the year. The Audit Committee is implementing arrangements to facilitate tracking of the Committee's action with respect to recommendations made as a result of audits. He indicated that the Board will be asked to review the quantum and extent of financial information provided to it to see if changes are needed.

The Director of Finance and Corporate Affairs provided a review of audit activity during 2011 and the action taken in response to matters arising from those audits.

### **4. Finance update and draft budget for 2012**

The Director of Finance and Corporate Affairs explained that the draft 2012 budget figures are broadly in line with those for 2011. However, an anticipated reduction in taxi licensing income has been budgeted for in 2012. Also, the timing of receipt of EU funding was likely to have a negative impact on income in 2012. Overall the 2012 figure shows a disimprovement of approx. €0.75 million against 2011. The Director noted that the Authority had succeeded in reducing administrative costs by approx. €1.1 million in the last year.

Following a short discussion, the Board agreed to adopt the draft 2012 budget covering capital and current.

### **5. Draft Statement of Strategy**

The Board agreed to adopt the draft Statement of Strategy.

### **6. Dublin Galway Rail Review**

Mr Ryan gave a presentation which set out the review findings in respect of the existing service (covering the market and demand trends, potential interventions and principal recommendations) and proposed next steps.

The Board welcomed the review and the proposed interventions. The Board discussed a number of issues including the effect of competition between bus and rail services, the scope for additional services at night, the need for further tightening up of rail timetables, the impact of free travel on loadings at peak times as well as the need for further measures to improve the customer experience including improved catering, comfort and security on services. These will be considered by the Authority. Mr Ryan confirmed that passenger access to Wireless Internet Access is among the interventions recommended by the review.

### **7. National Journey Planner update**

Mr Cranny gave a presentation concerning the national integrated journey planner which is being developed by the Authority. He also gave a live demonstration of the system which is nearing completion. The system will be further developed in the future in order to facilitate the making and consideration of applications for bus route licences by the Authority.

The Board welcomed the good progress being made.

In response to queries raised at the Board's November meeting, Ms Graham provided an update on the accuracy of the real-time passenger information (RTPI) system. Surveys were carried out at 16 bus stops with information signs. The average accuracy rate for all bus arrivals was 89%. However, this rate takes account of both buses being tracked on the signs and buses that were not being tracked on the signs. When the latter category is excluded the average accuracy rate was 96%. In other words while the RTPI system is performing well, more work needs to be undertaken to improve the interface with operators to ensure that all scheduled buses appear on the signs. This work is in hand.

#### **8. Any other business**

The Board unanimously agreed to adopt the National Cycle Manual as formal Guidelines for local authorities in accordance with Section 66 of the Dublin Transport Authority Act 2008. It was noted that local authorities in the Greater Dublin Area are required to have regard to guidelines issued under section 66.

The Board agreed its schedule of meetings for 2012. The Board decided that it would be useful to hold one of its forthcoming meetings at a location outside Dublin and asked the Chief Executive to pursue this aspect.

The Board asked the Chief Executive to convey its appreciation to the staff of the Authority for all of the work undertaken by them during 2011.

**Next Meeting: Friday 27<sup>th</sup> January 2012 @ 10.30am at NTA Offices.**

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

**John Fitzgerald, Chairperson**