



## **Minutes of Board Meeting**

**Held on Friday 13 December 2013**

**At 10.30pm in NTA Offices on Harcourt Lane**

**Present:** Mr John Fitzgerald (Chairperson), Mr Gerry Murphy (CEO), Mr Hugh Creegan (Director of Transport Investment and Taxi Regulation), Mr Owen Keegan (Dublin City Manager), Mr Frank King, Ms Linda Saunders, Mr James Deegan, Ms Margaret O'Shaughnessy, Dr Berna Grist, Ms Valerie O'Reilly, Mr Damian Usher and Mr Daithí Alcorn.

**Apologies:** None

**Staff in attendance:** Mr Philip L'Estrange (Items 3 & 4); Ms Anne Graham, Mr Tim Gaston, Mr John O'Flynn (Item 5) Ms Caroline Treacy and Mr Peter Cranny (Item 6); Mr Karl Seeber (Minutes).

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

The draft minutes of the meeting held on 28<sup>th</sup> November 2013 were agreed without amendment.

### **2. CEO Report**

The Chief Executive provided an update concerning the capital funding requirements for Luas Cross City. Following discussion the Board agreed to authorise the Authority to enter an agreement with the Railway Procurement Agency in order to ensure that funding currently held in deposit by the Agency will be made available to the Authority for the Luas Cross City project subject to the Authority providing certain undertakings to the Agency concerning the funding of the existing Luas network.

The Chief Executive indicated that legal advice has been sought concerning the text within the Authority's draft Integrated Implementation Plan relating to rail services and EU regulations. The Board agreed to authorise the Chief Executive to make any amendment to this text which may be required on the basis of the legal advice obtained.

The Chief Executive also outlined recent interaction with the Department of Transport, Tourism and Sport in relation to the Authority's functions and statutory powers.

A number of other issues were discussed including fare capping, freight data, accessibility features of the National Journey Planner, funding for accessible buses as well as rail capacity and safety.

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

Ms Saunders updated the Board on the activities of the Audit Committee during the year. She outlined the audits undertaken and the results of these audits.

During the discussion that followed Mr L'Estrange confirmed that no NTA staff member is in receipt of remuneration greater than the level set down by Government and that no non-Exchequer funding is used to provide extra remuneration or allowances to staff.

The Board agreed to the Chairperson's nomination of Mr Frank King to fill a vacancy on the Audit Committee.

#### **4. Financial report and Budget 2014**

Mr L'Estrange gave a detailed presentation of the Authority's forecast expenditure for 2013 and draft budget for 2014. Following discussion the Board approved the draft Budget.

#### **5. Updates**

Presentations concerning Leap card developments, the Authority's public transport marketing programme and the Rural Transport Programme were made to the Board.

During subsequent discussions it was noted that Leap card sales continue to exceed targets. The Leap card technology is working well and the range of products and services available on Leap card was substantially increased during 2013. In due course the IT systems underpinning Leap card will need to be refreshed to ensure that they remain up-to-date. At the same time the Authority is also closely monitoring the development of emerging technologies for the payment of public transport fares. The boundary for use of Leap card by rail users was also discussed.

In relation to the marketing of public transport, the Chief Executive signalled the Authority's commitment to developing its presence on social media in early 2014 – staff resources have been the issue to date.

The Board noted the progress being made on the establishment of Transport Coordination Units for rural transport, on the development and roll-out of a dispatch booking system for rural transport and on the expansion of rural transport services to incorporate the "dead legs" of school bus journeys. Already such services are in operation in Roscommon and Waterford.

#### **6. Cycle Network Plan and Dublin Cycle Planner**

Mr Creegan outlined the Authority's proposed long-term plan for the development of a strategic cycle network in the Greater Dublin Area which was prepared in consultation with the Area's seven local authorities and finalised following a public consultation process. Following discussion the Board agreed the plan.

Ms Treacy gave a live demonstration of the Authority's new Dublin Cycle Journey Planner, which will be launched shortly, following which she and Mr Cranny responded to questions. The Board welcomed development of the Planner and in particular its capacity to plan easier routes for less experienced or leisure cyclists. The Planner also includes the location of the *dublinbikes* stations.

#### **7. Award of small public service vehicle inspection contract**

Following a presentation in which Mr Creegan outlined the tendering process in respect of this contract the Board approved the recommendation to award the contract to Applus Car Testing Service Limited in accordance with the submitted tender.

**8. Any other business**

The Board asked the Chief Executive to convey their appreciation to all NTA staff members for their work in 2013, in particular those who made excellent presentations at Board meetings.

The Board agreed its schedule of meetings for 2014 subject to a change to the date of the February meeting.

**Next Meeting: Friday 24 January 2013 @ 10.30am in NTA Offices.**

Signed: \_\_\_\_\_  
**John Fitzgerald, Chairperson**

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