



## **Minutes of Board Meeting**

**Held on Friday 16 December 2016**

**At 10.30am in NTA Offices**

**Present:** Mr John Fitzgerald (Chairperson), Ms Anne Graham (CEO), Mr Hugh Creegan (Deputy CEO), Ms Fiona Ross, Mr Frank O'Connor, Mr Pat Mangan, Ms Linda Saunders, Ms Ann Fitzgerald, Dr Berna Grist, Mr Frank Gleeson, Ms Sineád Walsh, Mr Owen Keegan (CEO, Dublin City Council).

**Apologies:** None

**Staff in attendance:** Mr Tim Gaston, Director, Public Transport Services; Mr Philip L'Estrange, Director, Finance and Corporate Services & Board Secretary; Mr Barry Colleary, Head of Transport Modelling (Agenda Item 5); Mr Karl Seeber (Minutes).

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

The draft minutes of the Board meeting held on 18 November 2016 without amendment.

### **2. CEO Report**

The Chief Executive updated the Board on developments since the last meeting and responded to issues raised by members. The matters covered included

- Update on Integrated Implementation Plan;
- Preparation by NTA of Cork transport strategy in partnership with Cork local authorities;
- Transport assessment for Poolbeg Strategic Development Zone;
- Progress of Luas Cross City project;
- Purchase by NTA of new buses for Dublin Bus fleet;
- Update on grant scheme for wheelchair accessible taxis and hackneys;
- Update on public consultation on licensing of drivers of small public service vehicles;
- Update on preparations for commencement of vehicle clamping function;
- Issues facing Bus Éireann;
- Update on tendering of bus routes;
- Progress on commissioning of review of Dublin Bus services;
- Results of first week of operation of the Phoenix Park Tunnel;
- Review of passenger trends on subsidised public transport services;
- Recent Luas Cross City and Transport for Ireland promotions;
- Engagement with Croke Park Stadium and Fáilte Ireland on measures to promote public transport to their customers;
- Progress on preparation of National Planning Framework;
- Review of NTA staffing needs

It was agreed that a note concerning potential demand management measures would be prepared and circulated early in 2017. It was also agreed that a presentation on low emission bus vehicle options would be provided at a future Board meeting.

### **3. Finance & Corporate Governance Report**

Mr L'Estrange outlined the main features of the Management Accounts for November 2016 which show overall good performance to budget. He noted that 2016 PSO and capital allocations, which account for the bulk of the NTA budget, will be fully utilised by the end of the year. Overall, expenditure is expected to come in under budget.

Mr L'Estrange also outlined the contents of the Comptroller and Auditor General's review of its 2015 audit of the NTA. He also updated the Board on a procurement matter.

Ms Saunders reported to the Board on the activities of the Audit and Risk Committee which she chaired during 2016. She outlined the main elements and outcomes of the 2016 audit programme as well as measures taken to strengthen the Committee which included an appraisal of the performance of Committee members and the co-option of an independent accountant onto the Committee. The Chairperson noted that Ms Saunders is stepping down from the role of Chairperson of the Audit and Risk Committee after serving six years in that capacity. On behalf of the Board he thanked her for her commitment in undertaking this important and demanding role.

The Board reviewed the updated risk assessment report and agreed that consideration should be given to the addition of a further risk item. It was also agreed that the risk register presented to the Board should reflect the key high-level risks across the organisation.

The CEO reviewed progress on the NTA's 2016 Business Plan and outlined the 2017 Business Plan. She noted that good progress was made in 2016. Some notable achievements included Ministerial approval for the NTA's Transport Strategy for the Greater Dublin Area and the opening of the Phoenix Park Tunnel as well as the availability of additional funding for public transport services. However, bus tendering process had fallen behind schedule and it was now expected that contracts would not be awarded until Q1 and Q2 in 2017. Also, the NTA was constrained in its ability to respond effectively to growing traffic congestion due to the improvement in economic conditions. During the discussion that followed it was agreed that the Board will conduct a review of its own performance early in the New Year.

The Board approved a proposal to add an additional authorised signatory to NTA bank accounts relevant to the Leap Card integrated ticketing scheme.

### **4. Capital Programme 2017**

Mr Creegan outlined the NTA's capital programme for 2017 and responded to questions from Board members.

### **5. Regional Model System**

Mr Colleary, Head of Transport Planning described the purpose and application of the regional transport modelling system developed by the NTA over the past two years. The system consists of five transport models which cover all regions of the State. The models make use of a wide range of data sources concerning people's travel choices in order to enable the NTA to assess the impact of various transport policies and proposals. Already the models have been used to assist the development of the Galway Transport Strategy and Cherrywood Planning Scheme in Dublin.

During the discussion that followed the Board commended the NTA team responsible for the successful development of the regional transport models and Mr Colleary responded to questions from Board members.

**6. Any other business**

It was agreed that correspondence relating to a rail issue should be circulated to Board members.

It was agreed that a note concerning demand management measures should be circulated.

**Next Meeting: Friday 20 January 2017 @ 10.30am in the NTA Offices.**

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

**John Fitzgerald, Chairperson**

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