



Minutes of Board Meeting

Held on Friday 21 October 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 Sineád Walsh, Ms Ann Fitzgerald, Dr Berna Grist.

Apologies: Mr Frank Gleeson, Mr Owen Keegan (CEO, Dublin City Council).

Staff in attendance: Mr Tim Gaston, Director, Public Transport Services; Mr Philip L'Estrange, Director, Finance and Corporate Services; Mr Declan Sheehan, Chief Information Officer (Agenda Item 3); Mr Eamonn O'Hanrahan, Partner, McCann Fitzgerald (Agenda Item 4); Mr Karl Seeber (Minutes).

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1. Minutes of previous meeting

The draft minutes of the Board meeting held on 16 September 2016 were agreed 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

- Progress on preparation of the Integrated Implementation Plan;
- Planned public consultation on Sandymount / Merrion to Blackrock Corridor Study;
- Update on grant scheme to provide funding for wheelchair accessible taxis and hackneys;
- Update on vehicle clamping implementation;
- Update on tendering of bus routes;
- Planned review of bus services in Dublin;
- Industrial relations issues;
- Planned public consultation on review of rail services;
- Progress of annual fares determination process;
- Integration of the Leap Card and *dublinbikes* schemes;
- Staffing issues;
- Recent meetings of Joint Oireachtas Committee on Transport on public transport subvention;
- Funding for public transport services and infrastructure;
- Progress of planned bus coach parking facility,
- Update on Luas Cross City developments.

3. Finance & Corporate Governance Report

Mr L'Estrange outlined the main features of the Management Accounts for September 2016 and noted overall good performance to budget.

Following a discussion the Board approved the draft terms of reference of the Audit and Risk Committee as presented to it subject to two amendments.

The Board approved the appointment of Mr Brian Hayes, Partner with Moore Stephens to serve as an external member of the NTA Audit & Risk Committee.

Mr L'Estrange summarised the NTA's risk assessment process and provided an update of the main risk areas contained in the risk register. The Board considered the classification of the various risks contained in the register and the register will be updated in light of this discussion. The Board agreed to review the risk register at regular intervals.

Mr Sheehan joined the meeting at this point. He updated the Board on IT security issues including the threat landscape, incidents / risks and key security projects and he responded to questions during the discussion that followed. He then left the meeting.

4. Corporate Governance

Mr Eamonn O'Hanrahan, Partner, McCann Fitzgerald joined the meeting. He outlined the National Transport Authority's statutory framework, its legal status, relevant legislation, powers and functions. This was followed by a discussion of these matters.

Mr L'Estrange outlined the main changes contained in the revised Code of Practice for the Governance of State Bodies, which came into effect on 1 September last. He indicated that the NTA has established a working group to undertake the process of implementing the Code across the organisation. Mr L'Estrange outlined a number of issues of particular relevance to the Board. Following a discussion the Board decided to give further consideration to these issues at its next meeting. It was agreed that a review of Board effectiveness would take place early in the New Year. In the interim the Chairperson will give some initial consideration to the format of the review.

The Board thanked Mr O'Hanrahan for his attendance and presentation. He then left the meeting.

5. Account Based Ticketing

Due to time pressures it was agreed to postpone consideration of this item.

6. Any other business

The Chief Executive agreed to clarify the position concerning two issues in relation to rail services.

She confirmed that a presentation will be made to the Board following the completion and compilation of the results of the National Household Travel Survey.

Next Meeting: Friday 18 November 2016 @ 10.30am in the NTA Offices.

Signed: _____

John Fitzgerald, Chairperson

Dated: _____