



## **Minutes of Board Meeting**

**Held on Friday 16 September 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 Owen Keegan (CEO, Dublin City Council), Mr Frank O'Connor, Mr Pat Mangan, Ms Linda Saunders, Ms Sineád Walsh, Dr Berna Grist.

**Apologies:** Mr Frank Gleeson, Ms Ann Fitzgerald.

**Staff in attendance:** Mr Tim Gaston, Director of Public Transport Services; Mr Philip L'Estrange, Director of Finance and Corporate Services; Mr Karl Seeber (Minutes).

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

The draft minutes of the Board meeting held on 15 July 2016 were agreed subject to the replacement of the antepenultimate bullet point with the following text:-

- Accessibility and appropriate signage on wheelchair accessible buses;

### **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

- Proposed traffic management changes at College Green;
- Luas Cross City developments;
- Funding for cycling schemes in Dublin;
- Grant funding for wheelchair accessible taxis and hackneys;
- Tendering of some subsidised bus routes;
- Industrial relations issues;
- Public transport results;
- Review of rail services and rail freight developments;
- Leap Card promotions;
- Public transport anti-racism campaign;
- Staffing developments;
- Revised Code of Practice for the Governance of State Bodies;
- Licensing of commercial bus services.

### **3. Finance Report**

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

Ms Saunders updated the Board on the outcome of the Audit Committee meeting which preceded the Board meeting.

Ms Saunders circulated the Agenda for the Audit Committee meeting and summarised the outcome of, and matters arising from, audits across a number of the NTA's areas of responsibility including rural transport, the Green Schools Travel Programme, subsidised public transport services and capital projects.

Ms Saunders also updated the Board on progress regarding the appointment of an external accountant as a member of the Audit Committee. It was agreed that a Board sub-committee consisting of Ms Saunders, Mr O'Connor and Ms Graham will assess the submissions received and make a recommendation to the Board in due course.

Ms Saunders indicated that revised terms of reference for the Audit Committee have been agreed by the Audit Committee and will be presented to the Board at its next meeting for approval.

Finally Ms Saunders noted that the Comptroller and Auditor General's (C&AG) draft management letter had been issued recently following the completion of its audit of the NTA's 2015 financial statements. The C&AG has also commenced its interim audit fieldwork in relation to the Authority's 2016 financial year.

Mr Creegan outlined the outcome and recommendations of the evaluation processes in respect of two recent public tender competitions undertaken by the NTA. Following discussion the Board approved:-

- a. the award of a contract for the supply, installation, maintenance and advertising rights related to bus shelters to JCDecaux Ireland Limited;
- b. the award of a contract for the provision of engineering consultancy services for the New Metro North Alignment Options Study to the National Transport Authority to Arup Consulting Engineers.

#### **4. Review of Public Transport Regulation Act 2009**

Mr Gaston noted that the NTA is required to review the operation of the provisions of the 2009 Act relating to the licensing of public bus services provided by commercial bus operators and provide a report in the matter to the Minister for Transport, Tourism and Sport at this time.

Mr Gaston noted that the NTA review has concluded that the Act has proven to be a robust and well-functioning piece of legislation which places the passenger at the centre of the licensing process. However, the NTA's experiences in the operation of the Act over the last 5 years in an increasingly competitive and challenging bus sector has highlighted a number of statutory weaknesses which should be addressed in order to ensure that the licensing regime is as effective and responsive as possible. Mr Gaston outlined these weaknesses and the NTA's recommendations to address them, which would involve changes to the provisions of the 2009 Act.

The Board discussed the recommendations and made a number of comments and suggestions which Mr Gaston agreed to take into account in the preparation of the final document, which will be submitted to the Minister for Transport, Tourism and Sport for consideration.

The Board noted that implementation of the recommendations set out in the NTA report is a matter for the Minister, Government and the Oireachtas. The NTA does not have a direct role in that regard.

## **5. Vehicle Clamping Regulations**

Mr Creegan noted that the Vehicle Clamping Act 2015 extends the NTA's functions to include the regulation of vehicle clamping activities and the operation of a system to determine appeals related to vehicle clamping and vehicle relocation. He outlined the key features of the Act and noted that the Act will come into operation on a date to be specified by Ministerial Order.

Mr Creegan explained that in accordance with the Act the NTA is required to make regulations covering clamping activities and clamping related signage in order to activate the essential objectives of the Act. Work on the preparation of the draft regulations is well advanced. The draft regulations must be published and a minimum period of 21 days allowed for the making of submissions.

Mr Creegan indicated that the intention is to publish the draft regulations during October and allow a 4 week period for the public consultation process. Following that, an analysis of the submissions received will be undertaken and draft regulations prepared for consideration and determination by the Board.

During the discussion that followed Mr Creegan responded to questions and provided clarification in relation to a number of issues.

## **6. Preliminary Draft Integrated Implementation Plan**

Mr Creegan outlined a number of proposed changes to the draft Plan presented to the Board at its last meeting.

Following discussion the Board confirmed its view that the draft Plan cannot be finalised by the NTA and published for public consultation purposes in the absence of clear guidance on multi-annual funding arrangements.

The Board agreed to review the matter again at its next meeting.

## **7. Any other business**

The Chief Executive agreed to clarify the position concerning an issue in relation to DART trains.

**Next Meeting: Friday 21 October 2016 @ 10.30am in the NTA Offices.**

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

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