



Minutes of Board Meeting

Held on Friday 16 June May 2017

At 10.30am in NTA Offices

Present: Ms Linda Saunders (Chairperson of the meeting), Ms Anne Graham (CEO), Mr Hugh Creegan (Deputy CEO), Ms Fiona Ross, Mr Pat Mangan, Dr Berna Grist, Ms Sineád Walsh, Mr Frank O'Connor.

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

Staff in attendance: Mr Tim Gaston, Director, Public Transport Services; Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Mr Stephen Gallagher, Head of Finance (Agenda Item 3), Mr Noel Beecher, Head of Governance and the Chief Risk Officer (Agenda Item 3); Mr Karl Seeber (Minutes).

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Chairperson

As the office of chairperson is vacant at the moment, the Board decided that Ms Linda Saunders should be appointed as chairperson of the meeting.

1. Minutes of previous meeting

The draft minutes of the Board meeting held on 19 May 2017 were agreed subject to the replacement of the first paragraph under Item 8 (Any other business) with the following:-

“The Chief Executive indicated that the Authority is currently finalising its review of submissions received on the Rail Review and that a report in the matter will be submitted to the Board in June.”

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 the NTA's review of taxi fares;
- Commencement of public consultation on draft vehicle clamping regulations;
- NTA response to requests for changes to the regulation of taxis;
- Trends in passenger numbers and fare revenue across main bus and rail services;
- Outcome of NTA review of withdrawal of Bus Éireann licensed commercial services on Expressway Route 21 between Westport and Athlone later in June 2017;
- Industrial relations developments at Iarnród Éireann;
- Very positive results of latest market research on customer awareness and satisfaction with Leap Card;
- Planned Luas Cross City gauge run on 17 June with the Minister for Transport, Tourism and Sport in attendance;

- Commencement of public consultation on NTA Statement of Strategy 2018-2022;
- Legal, staffing and office accommodation issues.

3. Finance & Corporate Governance Update

Mr Gallagher outlined the management accounts for May and noted that overall good performance to budget to date. He also noted the positive outcome of the Office of the Comptroller and Auditor General's audit of the NTA's 2016 financial statements.

As the position of NTA Chairperson is vacant the Board agreed that the 2016 financial statements should be signed on its behalf by Mr Frank O'Connor, Chair of the Audit Committee. Mr O'Connor then outlined the outcome of the Audit Committee meeting which took place in advance of the Board meeting. He circulated the draft agenda for the meeting and updated the Board on the main issues.

Mr Beecher outlined the status of the NTA Risk Register and proposed the addition of a new risk. This was agreed by the Board. Mr Beecher also updated the Board on an emerging issue within the scope of the rural transport programme.

Mr Creegan outlined the NTA's proposal to award a Single Supplier Framework Agreement for the Supply of Single Deck Buses to Wrightbus Limited, and the placement of an order under that framework for forty buses. Following discussion the Board approved the proposal.

The Chief Executive noted that the NTA is in the process of undertaking a review of the NTA's Code of Corporate Governance in order to take account of the Revised Code of Practice for the Governance of State Bodies and the views of Board members. The outcome of the review is being circulated to the Board in two tranches. The first tranche was circulated in advance of today's meeting while the second tranche will be circulated in advance of the next meeting. It was agreed that Board members should forward their comments on the draft documentation to the Board Secretary. The aim is to present a revised NTA Code of Corporate Governance to the Board for adoption at its September meeting.

Following discussion the Board approved some changes to the recommendations for improving Board effectiveness which had been approved at the May meeting.

4. BusConnects Programme Update

Mr Creegan gave an update on developments since the launch of BusConnects and next steps and responded to questions from Board members.

5. Rail Review Submissions Summary

Mr Gaston gave an update on the outcome of the public consultation including the number and geographic spread of submissions and the main themes raised. He noted that some submissions raised operational issues and that these would be considered outside of the rail review process as it is concerned with strategic rail issues only. The Board discussed the broader context within which the rail review is taking place and highlighted some issues for consideration.

The Chief Executive noted that the CEO of Iarnród Éireann will be attending the NTA Board meeting in July to discuss the rail review. It is expected that the NTA will finalise its report on the rail review for submission to the Minister for Transport, Tourism and Sport in September.

6. Leap Operations Update

Mr Gaston provided an update on emerging options in relation to the Leap operating contract which is due to expire in May 2018.

7. Any other business

None.

Next Meeting: Friday 21 July 2017 @ 10.30am in the NTA Offices.

Signed: _____
Chairperson

Dated: _____