



## **Minutes of Board Meeting**

**Held on Friday 21<sup>st</sup> April 2017**

**At 10.30am in NTA Offices**

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

### **Apologies:**

**Staff in attendance:** Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Mr Tim Gaston, Director, Public Transport Services; Mr Noel Beecher (Agenda Item 3 – Risk Management items) Dermot O'Gara (Agenda Item 6); Ms. Jackie Mullen (Minutes).

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

The draft minutes of the Board meeting held on 24 March were agreed. There were no matters arising.

### **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:-

- Transport Planning – Dublin City Centre Plan, National Household Survey
- Transport Investment Luas Green Line tie in with Metro North, Luas Cross City
- Taxi and Vehicle Clamping Regulation – WAV Grant Scheme 2017, Vehicle Clamping and update on Rickshaw regulations
- Public Transport Services – Bus Market opening, PT Services passenger and revenue growth
- Bus Eireann Issues, Luas Services
- Customer Engagement
- Corporate Matters, legal actions

The following issues were raised:

- Clarification requested on proposals related to reinstatement of protected structures at St. Stephen's Green and the wall at Broadstone depot.
- Low carbon bus purchase strategy.

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

Mr. L'Estrange presented the Management Accounts to 31<sup>st</sup> March 2017. Overall performance on budget year to date is good.

Mr. Noel Beecher outlined the main changes to risk status since the last board meeting. The Authority's staffing model has been added to the organisations key risk for April 2017.

#### Audit and Risk Committee Update

The Chair of the ARC gave an update on the issues discussed at the ARC committee.

The C&AG have requested that the Authority implement a change in accounting policy in the way grant monies owed by the department are treated in the accounts. This is not a material change, but will have implications for financial planning.

Leap/ITS report – the committee discussed an ISAE 3402 audit report on management of the leapcard system and CIÉ's ISRS 4400 audit report which was done in parallel.

Presentation on the authority's preparation for the new General Data Protection Regulation (GDPR) was noted.

#### NTA Organisational Structure

Mr. Philip L'Estrange gave a presentation on the NTA Organisation Structure and Strategic Resource Planning. A strategic resource plan will be presented to the board in July 2017.

#### General Data Protection Regulation

Ms. Jackie Mullen gave a presentation on the Authority's preparatory plans ahead of the introduction of the GDPR in May 2018.

### **4. Demand Management Measures**

Mr Creegan gave a presentation on Demand Management Measures. He identified a wide range of measures in the area of land use, fiscal measures, control measures, priority measures, behavioural change policies and intelligent transport systems which can be applied to control travel demand.

There are a wide range of measures already being implemented by the NTA and Dublin City Council.

### **5. Taxi Consumer survey**

Jeff Tucker from Kantar Millward Brown gave a presentation on a survey of consumer usage patterns and attitudes in relation to taxis undertaken in February 2017.

The findings demonstrate a positive attitude overall with high levels of customer satisfaction with the service.

### **6. Communications Strategy**

Mr. Dermot O'Gara gave a presentation on the Authority's Communications Strategy. The Board requested that a rolling calendar of major events be put together which would give a comprehensive view of what was planned for the year, this could then be updated on a monthly basis.

NTA are continuing with their programme of stakeholder engagement, including business groups, representative organisations media commentators and influencers, public representatives and local authority officials.

### **7. AOB**

No issues.

**Next Meeting: 19<sup>th</sup> May 2017**

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

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