



## **Minutes of Board Meeting**

**Held on Friday 15 September 2017**

**At 10.30am in NTA Offices**

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

**Apologies:** Ms Linda Saunders, Mr Frank Gleeson.

**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 3a); Mr Noel Beecher, Head of Corporate Governance (Agenda Item 3b); Mr Karl Seeber (Minutes).

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As the position of NTA Chairperson is vacant, the Board, having regard to section 16(3)(b) of the Dublin Transport Authority Act 2008, decided that the meeting should be chaired by Ms Fiona Ross.

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

The draft minutes of the Board meeting held on 21 July 2017 were agreed subject to the following changes to the Addendum:-

- a. In the first line of the second paragraph, by replacing "a member of the Authority" with "a member of the board of the Authority";
- b. In the line between indent (c) and indent (i), by moving the words "and to" onto a separate line;
- c. In indent (i), by deleting the words "or his".

### **2. CEO Report**

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

- Luas Cross City developments. It was noted that the revised traffic management arrangements on the Quays have resulted in a significant reduction in journey times for buses in the am peak;
- On-going public consultation on rickshaws, which has already generated more than 3,000 responses;
- Trends in passenger numbers and fare revenue across main bus and rail operators;
- Changes being made to Bus Éireann route 109;
- Developments in respect of bus market opening;
- NTA support for Irish Wheelchair Association campaign to encourage bus passengers with buggies to give priority to wheelchair users;

- Anti-racism campaign involving NTA, Immigrant Council of Ireland and public transport operators;
- Enforcement of bus priority measures;
- Preparation of NTA Statement of Strategy 2018-2022; and
- Staffing and financing issues.

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

- a. Mr Gallagher updated the Board on the Management Accounts to the end of August and responded to issues raised by Board members.
- b. Mr Beecher updated the Board on changes to the NTA's risk status. The Board discussed the risk status in a number of areas.
- c. Mr Creegan explained that midi buses are required to operate certain PSO bus routes (e.g. orbital) and he outlined details of the procurement process undertaken by the NTA to facilitate the supply of suitable vehicles to the relevant operators. Following discussion the Board approved the award of a Single Supplier Framework Agreement for the Supply of Midi Buses to Wrightbus UK Limited and the placement of an order under that framework for up to ten buses.
- d. Mr L'Estrange outlined the procurement process undertaken for the provision of certain ICT security services to the NTA. Following discussion the Board approved the award of a contract for the provision of ICT security services including security vulnerability assessment and penetration testing to Ernst & Young.
- e. Mr Frank O'Connor updated the Board on the issues considered by the Audit and Risk Committee (ARC) at its meeting, which preceded the Board meeting. Mr O'Connor noted that the meeting was attended by a representative of the Office of the Comptroller & Auditor General (C&AG). The issues considered included the Internal Audit Plan, rotation of the NTA's independent auditors, ARC approval of audit reports, implementation of the new Code of Practice for the Governance of State Bodies, bus market opening, the NTA's corporate procurement plan, cyber security and preparations for commencement of General Data Protection Regulation. The growth in the workload of the ARC was noted.

### **4. New Metro North Update**

Mr Creegan updated the Board on proposed future project delivery arrangements in respect of New Metro North.

### **5. Vehicle Clamping Regulations**

Mr Creegan outlined the outcome of the public consultation undertaken by the NTA in respect of proposed vehicle clamping and signage regulations which the NTA is required to make in accordance with the provisions of the Vehicle Clamping Act 2015.

Following discussion, the Board approved the making of the draft Regulations as presented to it subject to receipt of Ministerial consent and the incorporation of a change to paragraph (c) of Regulation 21 (General requirements regarding clamping information and other related signs). It was agreed that Ms Ross should sign the Regulations on behalf of the Authority.

Mr Creegan confirmed that the NTA is empowered to provide guidance to vehicle clamping operators on the application of the legislation through a Code of Practice. He indicated that it is the NTA's intention to prepare a Code of Practice once the NTA has gained experience of the operation of the legislation.

## **6. Taxi Fares**

Mr Creegan explained that the Taxi Regulation Act 2013 empowers the NTA to make a maximum fares order fixing the maximum fares that may be charged by the driver of a taxi. He noted that a review of the maximum fares is carried out approximately every two years to allow adjustments for changes in the operating costs and market environment facing the taxi industry. Mr Creegan outlined the outcome of the consultation process that was undertaken to establish the views of interested parties and the proposed revised maximum fares.

Following discussion the Board approved the making of the draft maximum fares order as presented to it. It was agreed that Ms Ross should sign the order on behalf of the Authority.

## **7. Report on Submissions on Rail Review 2016**

The CEO noted that the 2016 Rail Review was undertaken jointly by the NTA and Iarnród Éireann at the request of the Minister for Transport, Tourism and Sport. The Review looked primarily at the existing rail network, the funding required to maintain the network and provide for necessary capital works, and the gap that exists in the funding. The Rail Review also examined the potential of rail to meet the economic, environmental and social needs of the State in the future and considered the importance of maintaining a rail network to support strategic sustainable growth in travel demand.

The Rail Review was published as part of a public consultation process. The NTA had now finalised a report on the 320 submissions that were received through that process. The report will be forwarded to the Minister for Transport, Tourism and Sport, and the findings of the consultation will be used to inform and assist future decision making by Government in relation to transport policy generally and rail policy in particular.

During the discussion that followed the CEO noted that no decisions had yet been taken on the future of the rail network generally or individual routes across the network. The Board agreed that the NTA report to the Minister should make it clear that serious consideration will have to be given to the available options in the event that adequate funding cannot be found to maintain the existing network. However, it was noted that much more detailed analyses would need to be undertaken at that point before decisions could be reached.

Mr David Franks, Chief Executive Officer, Iarnród Éireann, then joined the meeting. Mr Franks noted that his Company has contracts with the NTA (operation of rail services) and the Department of Transport, Tourism and Sport (maintenance of rail infrastructure). Mr Franks noted that while the Company's current revenue performance is encouraging, its overall financial situation is challenging due to significant underfunding in respect of its infrastructure and that situation needs to be addressed as a matter of urgency whether through fares increases, additional subvention or reduced network costs. During the discussion that followed Mr Franks responded to questions from Board members regarding the viability and safety of the rail network. Ms Ross thanked Mr Franks for his attendance and he then left the meeting.

## **8. Fares Strategy 2018**

The CEO explained the NTA had inherited a highly complex fares structure and was gradually implementing simpler and more streamlined public transport fares (a) so that fares more accurately reflect passengers' journeys, and (b) to improve fare transparency by cutting back on the wide array of different fare types, stages and products.

The NTA had prepared a draft Fares Strategy which sets out general fare principals that will apply each year in the NTA's annual fares determination process.

Following discussion the Board approved the Fares Strategy documented as presented to it subject to elaboration of the text with regard to financing the provision of public transport services.

**9. Any other business**

It was agreed that a presentation should be made to the Board in due course on the planned 3-year strategy for rural transport.

**Next Meeting: Friday 17 November 2017 @ 10.30am in the NTA Offices.**

Signed: \_\_\_\_\_  
**Chairperson**

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