



Minutes of Board Meeting

Held on Friday 23 March 2018

At 10.30am in NTA Offices

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

Apologies: None

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; Mr Noel Beecher, Head of Corporate Governance, Mr Gerard McBrien, Risk Manager, Mr Brian Hayes, external member of Audit and Risk Committee (Agenda Item 5b-e); Mr Mark Bradwell, Head of Procurement (Agenda Item 6); Mr David King, Head of Public Transport Investment, Mr Con Kehely, Senior Project Manager, Ms Gráinne Mackin, Head of Communications for BusConnects (Agenda Item 8); Karl Seeber (Minutes).

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1. Declarations of Interest

None of the Board members present indicated any conflicts of interest with respect to matters due to be discussed at the meeting.

2. Minutes of previous meeting

The draft minutes of the Board meeting held on 23 February 2018 were agreed without amendment.

3. Matters Arising

The Chairperson noted that the Department of Transport, Tourism and Sport is proceeding with arrangements for the filling of the existing Board vacancy.

The Chairperson indicated that he and the Chief Executive will meet the Chairman & CEO of Bus Éireann shortly.

It was agreed that a further presentation of the DART Underground project should be made to the Board in due course.

4. CEO Report

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

- Measures to relieve congestion at College Green due to bus and taxi movements;

- An Bord Pleanála oral hearing in respect of proposed College Green plaza;
- Measures to alleviate congestion on Luas Green Line at peak travel time pending full deployment of new longer trams;
- Launch of public consultation on MetroLink project on 22 March;
- Continuation of operational issues affecting Bus Éireann services;
- Launch of new PSO bus route 139 between Naas and Blanchardstown;
- Funding arrangements in respect of rural transport services;
- Performance of subsidised bus and rail services;
- Staffing issues;
- NTA attendance at a meeting of the Joint Oireachtas Committee on Rural and Community Development concerning Rural Transport Policy on 28 March next.

5. Finance & Corporate Governance Update

- a. Mr Gallagher outlined the management accounts for January and February and provided an update on the audit of the NTA 2017 accounts by the Office of the Comptroller and Auditor General. He then responded to questions from Board members.
- b. Mr Beecher outlined a number of changes to the NTA's risk status to take account of recent developments.
- c. Mr Beecher noted that the NTA has been actively engaged in the risk management over a number of years. He outlined the work that had been undertaken in that regard both prior to publication of the revised Code of Practice on the Governance of State Bodies in September 2016 and in the period since then. He noted that the NTA had allocated additional staff resources in order to manage and co-ordinate risk management issues across the NTA. Mr Beecher outlined the work currently being undertaken to further embed risk management within the organisation. This includes developing a statement of risk appetite as well as further developing the NTA's risk register and implementing a programme for reviewing risks. Staff training in risk management was also planned. During the discussion that followed, Board members welcomed the Executive's proactive approach to risk management and in particular to examining what improvements can and need to be made. The Board highlighted the need for engagement by the Authority with its strategic partners across the transport sector, including the Department of Transport, Tourism and Sport, on risk sharing.
- d. The Board considered the effectiveness of the current arrangements for oversight and assurance of risk management by the Audit and Risk Committee and the need for changes. The members of the Audit and Risk Committee outlined the existing arrangements and options for making improvements. Following discussion it was agreed that the Audit and Risk Committee should examine the scope for streamlining its work programme and employing additional resources. The Board agreed to return to the matter in the immediate future to (a) approve a Risk Management Policy and Risk Appetite Statement and (b) further consider the arrangements for oversight of risk management.
- e. The Board noted the contents of the Audit and Risk Committee's Annual Report 2017 circulated by Mr O'Connor, Chairperson of the Committee.

6. Procurement

Following a presentation by Mr Bradwell, the Board approved the award of a contract for the provision of support and maintenance of the Integrated Transport Management System for rural transport services to IBI Group.

Following a presentation by Mr Creegan, the Board approved the placing of an order for 100 double deck buses under the provisions of the “Single Supplier Framework Agreement for the Supply of Double Deck Buses” executed by the NTA with Volvo Group UK Limited in February 2017.

7. Transport for Ireland (TFI) Branding

The Chief Executive noted that the NTA has a statutory obligation to develop a single public transport brand. In furtherance of that obligation, the NTA Board had decided in 2010 to adopt Transport for Ireland as the single brand for its customer-facing activities. In light of the experience gained since the brand had first come into use, the brand had recently been refreshed. The revised branding has since been rolled out across various NTA channels, including websites, apps and maps, and products such as Leap Card. In addition, buses operating on some services in Dublin, Kildare and Waterford will also be dressed in the TFI livery following the transfer of those services to new bus operators. The board approved the approach being taken by the Executive in relation to this matter.

The Chief Executive noted that consideration needs to be given to whether the NTA should continue to have separate corporate and customer-facing brands. She indicated that further work is being undertaken to identify the issues and options for consideration by the Board in due course.

8. Bus Connects Update – Bus Priority Infrastructure on Core Bus Network

Mr Creegan along with Mr King and Mr Kehely outlined progress on the development of bus priority and other traffic management measures that will be required to support the revised bus network to be implemented under the BusConnects project which was launched last May. Mr Creegan explained that Ms Mackin will be managing communications for the overall BusConnects project.

Mr Creegan noted that Dublin is growing rapidly. As a result traffic congestion across the Dublin region is increasing leading to longer commuter journey times. Bus journeys are becoming longer with unpredictable journey times. He noted that this trend will continue and the situation will worsen unless additional transport capacity is provided. Accordingly, the NTA is proposing to significantly upgrade bus priority infrastructure along core bus routes across the city in order to deliver faster, more punctual bus services with more predictable arrival times.

Mr Creegan and his colleagues then outlined the infrastructure proposals and key issues in greater detail. They pointed out that the proposed infrastructure proposals will also incorporate a quality cycle network along the bus corridors. Mr Creegan noted that a public consultation process on the emerging plans will be undertaken in the next couple of months.

The Board welcomed the significant amount of detailed work that has been undertaken and raised a number of points for consideration by the project team. The Board noted that without a major intervention along the lines outlined, the performance of the bus mode in Dublin would only worsen significantly as the economy continues to grow and transport demand increases.

9. Any other business

At the request of a Board member the Chief Executive clarified the legal arrangements governing the transfer of staff between the incumbent bus operators and bus operators who had recently been awarded contracts to operate PSO services.

The Executive was asked to develop KPI's for evaluation of the success or otherwise of the decision to award certain bus routes by competitive tender. It was agreed that the IPA would be asked to manage a review of Board effectiveness. It was agreed that the board would discuss any proposal to fast-track any major project implementation before proceeding.

Next Meeting: Friday 20 April 2018 @ 10.30am in NTA Offices.

Signed: _____
Chairperson

Dated: _____