



Minutes of Board Meeting

Held on Friday 20 July 2018

At 10.30am in NTA Offices

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

Apologies: Ms Sinead Walsh.

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 5a-c); Mr Noel Beecher, Head of Corporate Governance (Agenda Item 5a-c); Ms Jackie Mullen (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 15 June 2018 were agreed subject to the following amendment:

Section 5f of the June minutes to be amended to ***number of directorates*** instead of ***director positions***.

3. Matters Arising

The next stage of the Metrolink project was discussed. It was agreed that a special meeting would be held on Thursday 13th September at 2.30pm to discuss possible project modifications emerging from the public consultation process.

In relation to public consultations in general, it was suggested that all consultation documents should be read by a non-technical person in advance of issue.

Rail fleet strategy was provisionally added to the November board schedule. A report on Real Time Passenger Information performance will be added to the board schedule.

The members discussed the competencies to be requested for replacement board members including a particular emphasis on new members being active members of communities outside the Greater Dublin Area.

It was agreed that marine passenger rights issues would be discussed at the special September 13th meeting of the board.

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:-

- Bus Connects – extension of the consultation period
- Papal visit – transport arrangements
- Rural Transport Programme
- Attendance at Oireachtas Committee on Dublin Bus network proposals

5. Finance & Corporate Governance

- a. Stephen Gallagher presented the monthly accounts for May and June 2018.
- b. The updated bank mandate and approved signatories were approved by the board.
- c. Noel Beecher presented a summary of the strategic risk register. He informed the board that work was progressing on the corporate risk register. The Chair requested that a separate summary note should be added for residual risks that are red. The board requested that the top key risk items should also be presented as they had been previously as it made it easier to see the key risk areas.
- d. The revised Matters Reserved for the Board was agreed subject to some additions and minor amendments.
- e. The Board noted the Strategic Finance Plan 2019–2023 which sets out the necessary resources and funding to achieve the NTA’s strategic objectives.
- f. The board noted the information note in relation to “Succession Planning for Senior Management Team”.
- g. Oversight Agreement and Performance Delivery Agreement between DTTAS and NTA was approved, subject to clarifying that payroll sanction is a value based constraint and not a headcount constraint.

6. Procurements

- a. The Board approved the placement of orders for double deck buses and midi buses.
- b. The Board approved the award of a contract for the Provision of WAN Connectivity and Associated Services for the Integrated Ticketing System (ITS) and Bus Market Opening (BMO) communication networks.

7. Draft Integrated Implementation Plan

The board discussed the draft Integrated Implementation Plan and various amendments to the draft document, which is intended to be issued for public consultation. Subject to the incorporation of

these amendments, the board approved the commencement of a public consultation process in respect of the draft plan.

8. 2019 Direct Award Contracting Strategy

The board discussed the issue of the 2019 expiry of the current direct award contracts with Dublin Bus and Bus Éireann. It was agreed that the formal consultation process in relation to the direct award contracts should be commenced on the basis of the strategy note provided by the Executive. The board will be required to make a decision in November on the Direct Award/Competitive Tender balance for bus and rail services.

9. Youth Leap Card

The board approved the proposal to provide a Youth Card Scheme which would extend the current student discount to all people aged 19 to 23 along with all students 24 years old and older. It was suggested that the wording “Youth” should be changed to “Young Adult”.

10. Fares Strategy

The board approved the 2018 Fares Strategy and highlighted the fact that free travel is currently underfunded.

11. Any other business

The Chair informed the board that he is scheduled to meet the Minister in August. Some procurements over the next few weeks may need board approval. It was agreed that this could be carried out by written procedure.

Next Meeting: Thursday 13th September @ 2.30pm in the NTA offices (special meeting on MetroLink and marine passenger rights). Subsequent monthly meeting on Friday 21 September 2018 @ 10.30am in NTA Offices.

Signed: _____
Chairperson

Dated: _____