



Minutes of Board Meeting

Held on Friday 14 December 2018

At 10.30am in NTA Offices

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

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 (Agenda Item 5a-d); Mr Noel Beecher, Head of Corporate Governance, Mr Gerard O'Brien, Risk Manager (Item 5a-d); Ms Freda Quinlan, Strategic Finance Manager (Agenda Item 5f); Mr Declan Sheehan, Chief Information Officer (Agenda Item 9); Mr Karl Seeber (Minutes).

Others in attendance: Ms Michelle Doyle, Partner, McCann Fitzgerald (Item 8).

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1. Declarations of Interest

None.

2. Minutes of previous meeting

The draft minutes of the Board meeting on 16 November 2018 were approved subject to the replacement of the second and third lines of the second paragraph under item 7 (Direct Award to Dublin Bus and Bus Éireann) with the following:-

The Board also approved the proposal to directly award a Public Bus Service Contract to Bus Éireann in 2019 subject to some amendments to the draft text presented to the Board. A proposal to defer the award of that contract was not approved.

3. Matters Arising

The Chairperson advised that material concerning the Core Bus Corridors project, which had been circulated to Board members in conjunction with a briefing earlier in the week, had subsequently appeared online. He repeated that the unauthorised disclosure of confidential information by Board or staff members was an offence under the relevant legislation. Following discussion it was agreed that the matter should be reported to An Garda Síochána. The Chairperson noted that preparations for improved security for Board documentation are in train.

The Chairperson noted that the Department of Transport, Tourism and Sport is expected to request the Public Appointments Service to publish notices inviting applications from interested parties for both NTA Board vacancies early in the New Year.

The Chairperson advised that a presentation on rail fleet strategy would be made to the Board next month. He confirmed that February's Board meeting will take place in Galway.

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:-

- Staffing and staff accommodation;
- Status of a legal case on a public transport regulation matter;
- Brand awareness of TFI, NTA and Local Link;
- Update on the BusConnects Core Bus Corridors project;
- NTA submission to Regional Assemblies on their Regional Social and Economic Strategies;
- Progress on the transfer of bus services to Go-Ahead Ireland;
- Implementation of timetable changes to some commuter rail services on 9 December 2018;
- Earlier than planned implementation of improved bus services in Waterford City using new fleet using TFI livery;
- NTA achievements during 2018;
- Update on the status of the Rail Review;
- Vehicle clamping statistics;
- Pilot project to assess demand for Local Link evening services.

5. Finance & Corporate Governance

- a. Mr Gallagher outlined the main features of the management accounts for November and progress against budget and responded to questions from Board members.
- b. The Board approved the addition of Mr David O'Flynn (Senior Finance Manager) as an authorised signatory to the NTA bank mandate.
- c. Mr Gallagher outlined the main features of the draft NTA 2019 budget and responded to questions from Board. Following discussion the Board approved the 2019 budget and thanked the Finance team for the quality and clarity of the information given to the Board.
- d. Mr Beecher outlined the status of the NTA's strategic and corporate risk registers. He noted that the NTA's contract with its current internal auditors is coming to the end of its term and that a tender process will be required in order to appoint a successor. He outlined the main elements of the proposed 2019 audit plan.
- e. Mr L'Estrange outlined the changes made to the draft Business Plan 2019 following the Board's initial discussion of the matter at its November meeting. During the discussion that followed, the Chief Executive confirmed that she is satisfied that the NTA will have the resources needed to deliver on the measures contained in the Business Plan. The Board approved the Business Plan as presented to it subject to one correction.
- f. Ms Quinlan outlined details of the proposal for the immediate acquisition by the NTA of additional office accommodation adjacent to its existing offices in order to meet the planned increase in staff numbers. She noted that the proposed lease includes a break clause in

2024, which will facilitate plans to move to a single consolidated premises at that point. Following discussion, the Board approved the proposal as presented to it.

6. BusConnects Tranche 2 Consultation

Following a presentation by Mr Creegan, the Board approved the commencement of a public consultation process on the following six Core Bus Corridors during January 2019.

- Liffey Valley to City Centre;
- Clondalkin to Drimnagh;
- Greenhills to City Centre;
- Tallaght to Terenure;
- Kimmage to City Centre;
- Rathfarnham to City Centre.

Mr Creegan noted that public realm improvements are not addressed at this stage of Core Bus Corridor process, which concerns the overall concept rather than the detailed implementation arrangements.

7. Direct Award to Iarnród Éireann

The Chief Executive noted that Iarnród Éireann's existing direct award contract is due to expire in December 2019. As there is no requirement to competitively tender the rail services in small rail networks such as in Ireland, it is proposed that Iarnród Éireann should be awarded a further direct award contract for the period until 2029. The proposed new contract will incorporate strengthened performance standards.

During the discussion that followed, the Chief Executive responded to issues raised by Board members concerning the performance standards, the performance of the operator and the implications of Brexit for cross-border rail services. The Board decided to award a new direct award contract to the operator as set out in the Appendix.

8. Marine Passenger Rights

The Chief Executive and Ms Doyle outlined the latest developments in the NTA's on-going engagement with Irish Ferries arising from the cancellation of WB Yeats' sailings during 2018. Following discussion, the Board agreed to review the position at its January meeting.

9. Cybersecurity

Mr Sheehan outlined the main IT security risks facing the NTA and the arrangements in place to manage those risks including regular staff training. Mr Sheehan also outlined work being undertaken to provide the Board with a cloud-based work platform, which will offer increased security and improved functionality for Board tasks. It is hoped to have the new platform available for testing in early 2019. Finally, Mr Sheehan offered to extend staff training in IT security to board members.

10. Newbridge Transport Plan

It was agreed to postpone consideration of this matter until the January meeting.

11. Any other business

It was agreed to sound out Board members on a proposal to change the date of the Board's April 2019 meeting.

Next Meeting: Friday 18 January 2019 @ 10.30am in NTA Offices.

Signed: _____
Chairperson

Dated: _____

APPENDIX

Board decision

The National Transport Authority in exercise of the powers conferred on it by the Dublin Transport Authority Act 2008, as amended, has decided and determined that the Authority shall enter into a direct award contract (the “**2019 direct award contract**”) in accordance with section 52(6) of the Act with Iarnród Éireann for a period of 10 years commencing on 1st December 2019. The services to be included in the contract are outlined in Appendix 1.

Appendix 1

Services to be contained within Direct Award Contract commencing in December 2019

The direct award contract will provide Iarnród Éireann with the right to operate public passenger services by rail in accordance with the provisions of section 7 of the Transport Act 1958 and section 8 of the Transport (Re-organisation of Córas Iompair Éireann) Act 1986.

The list of the Services to be operated under the direct award contract will be those set out in Table A1 below (i.e. those included in the current contract) for a period of 10 years. This table represents the service level at end November 2018 and will be subject to change during the contract term.

Table 1: Iarnród Éireann Service Frequency 2018

Route Description	Frequency Per Day				
	Mon - Fri	Friday Only	Mon - Sat	Saturday Only	Sunday Only
Dublin - Cork (A)	29	n/a	n/a	27	20
Dublin - Tralee Direct	n/a	n/a	2	n/a	5
Mallow - Tralee (B)	16	n/a	n/a	15	14
Dublin - Limerick Direct	n/a	n/a	7	n/a	12
Dublin - Galway (C)	23	n/a	n/a	21	13
Dublin - Westport/Ballina (D)	9 (Mon-Thurs)	10	n/a	8	8
Ballina - Manulla Junction	n/a	n/a	14	n/a	12
Limerick Junction - Waterford	n/a	n/a	4	n/a	n/a
Limerick - Ballybrophy (E)	5	n/a	n/a	4	2
Limerick - Limerick Junction	n/a	n/a	29	n/a	19
Cork - Cobh	46	n/a	n/a	38	24
Dublin - Rosslare	8	n/a	n/a	6	6
Dublin - Sligo	14	n/a	n/a	13	12
Dublin - Waterford (F)	17 (Mon-Thurs)	19	n/a	15	8
Dublin - Belfast	n/a	n/a	16	n/a	10
Dublin - Enniscorthy (G)	10	n/a	n/a	7	6
Dublin - Kildare (H)	47	n/a	n/a	38	11
DART	222	n/a	n/a	145	91
Dublin - Maynooth (I)	66	n/a	n/a	37	26
Dublin - Drogheda (J)	54	n/a	n/a	40	19
M3 Parkway - Connolly/Docklands	45	n/a	n/a	35	26
Cork - Midleton	44	n/a	n/a	36	18
Limerick - Galway	n/a	n/a	10	n/a	8
Phoenix Park Tunnel	24	n/a	n/a	n/a	n/a

Table of Notes to the Iarnród Éireann Service Frequency

	Notes
(A)	Includes 2 Dublin/Tralee Direct Services between Dublin & Mallow Mon-Saturday Includes 5 Dublin/Tralee Direct Services between Dublin & Mallow Sun
(B)	Includes 2 Dublin/Tralee Direct Services Mon- Saturday Includes 5 Dublin/Tralee Direct Services Sun
(C)	Includes 2 Dublin/Athlone & 2 Galway/Athlone Services Mon - Friday Includes 2 Dublin/Athlone & 1 Galway/Athlone Service Saturday Includes 1 Galway/Athlone Service Sun

(D)	Includes 1 Athlone/Westport Service Mon - Saturday
	Includes 1 Athlone/Westport Service Sun
(E)	Includes 1 Nenagh/Limerick Service Mon - Friday
(F)	Includes 2 Dublin/Carlow & 1 Carlow/Dublin Services Mon - Friday
(G)	Includes Direct Dublin/Rosslare Services and 1 Gorey/Connolly Service Mon - Sat and 1 Connolly/Wexford Service Mon-Fri
(H)	Includes 42 Commuter services with origins/destinations beyond Kildare Mon-Fri
	Includes 34 Commuter services with origins/destinations beyond Kildare Sat
	Includes 1 Commuter service with origin/destination beyond Kildare Sun
	Includes 3 Commuter services to/from Newbridge Mon - Friday
	Includes 2 Commuter services to/from Newbridge Sun
	Includes 26 Intercity services Mon-Fri
	Includes 24 Intercity services Sat
	Includes 31 Intercity services Sun
(I)	Includes 4 Dublin/Longford services Mon-Fri
	Also served by 14 Sligo Services Mon-Fri
	Also served by 13 Sligo Services Sat
	Also served by 12 Sligo Services Sun
(J)	Includes 15 Dublin/Dundalk services Mon-Fri
	Includes 9 Dublin/Dundalk services Sat
	Includes 4 Dublin/Dundalk service Sun
	Also served by 14 Dublin/Belfast services Mon-Sat
	Also served by 10 Dublin/Belfast services Sun