



## Minutes of Board Meeting

Held by video conference on Friday 22 January 2021

**Present:** Mr Fred Barry (Chairperson), Ms Anne Graham (CEO), Mr Hugh Creegan (Deputy CEO), Mr Owen Keegan (CEO, Dublin City Council); Mr David Gray; Mr Pat Mangan, Ms Ann Fitzgerald, Mr Frank O'Connor, Mr Brian McCormick.

**Apologies:** None

**Staff in attendance:** Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Mr Tim Gaston, Director, Public Transport Services; Dr Declan Sheehan, Chief Information Officer; Ms Wendy Thompson, Director, Transport Regulation; Mr Bernard Higgins, Director, Transport Technology; Mr Stephen Gallagher, Head of Strategic and Business Planning (Item 7); Ms Freda Quinlan, Senior Capital Finance Manager (Item 5); Mr Jeremy Ryan, Head of Public Transport Contracts (Items 6 & 7); Ms Lisa Tierney, Head of HR, Ms Margaret Malone, Head of Corporate Services (Item 8); Mr David O'Flynn, Financial Controller (Item 9); Mr Noel Beecher, Head of Governance, Mr Gerard McBrien, Risk Manager (Items 9 & 10); Mr Karl Seeber (Minutes).

**Others in attendance:** None.

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### 1. Declarations of Interest

None.

### 2. Minutes of previous meeting

The draft minutes of the Board meeting on 18 December 2020 were approved without amendment.

### 3. Matters Arising & Board Schedule

The Chairperson reminded Board members that the 31 January next is the deadline for the submission of annual returns by Board members pursuant to the Ethics in Public Office Act 1995.

The Chairperson advised that it is planned to hold an information meeting for Board members in advance of the next Board meeting in order to facilitate consideration of some detailed matters.

### 4. CEO Report

The Chief Executive outlined developments since the last meeting and summarised the Authority's main achievements during 2020.

The Board welcomed the progress which had been made by the Authority in many areas last year notwithstanding the challenges due to Covid-19.

## **5. Next Generation Automatic Vehicle Location (NG AVL) Strategic Assessment Report**

Following a presentation by Ms Quinlan and subsequent discussion, the Board gave its approval to the acceptance of the Strategic Assessment Report (Decision Gate 0 under the Public Spending Code), subject to the recommendations and items raised in the review of the Strategic Assessment Report being addressed during the development of the preliminary business case, which is the next stage of the project.

## **6. Bus Services Tendering Strategy**

Mr Gaston summarised the contents of a discussion paper concerning the issues to be taken into account by the Authority when considering the extent to which bus services should be secured by public tender.

During the discussion that followed, the Board indicated its support for the tendering of new bus services.

## **7. Commercial Bus Services Support Scheme Extension**

Following a presentation by Mr Gaston and discussion, the Board gave approval for the Authority to seek:-

- further financial support for the licensed public bus passenger services sector for an extension of three months of each contract and agreement at a cost likely to be in the range [REDACTED]; and
- financial support for the Public Obligation Services identified by the withdrawal of the X8 by Bus Éireann at a gross cost of [REDACTED].

The Board noted that a full sectoral review will be carried out in Q1 2021 to ascertain the level of support required, if any, beyond the three month extension.

## **8. Strategic Human Resources Update**

Ms Tierney gave a presentation on strategic HR issues and responded to questions from Board members.

The Chairperson thanked Ms Tierney for her informative presentation and congratulated the HR Team on achieving significant progress in many areas notwithstanding the challenges posed by Covid-19.

## **9. Finance Update**

Mr O'Flynn outlined the position on the Authority's finances at the end of 2020 as well as the impact on budgetary forecasting impact in 2021. He noted that the draft 2020 financial statements will be presented to the Board at its next meeting.

## **10. Risk Update**

Mr Beecher outlined the main developments relating to risk management since the last Board meeting.

**11. Any other business**

None.

**12. Meeting without Executive**

The NTA Executives left the meeting. The Executive members of the Board remained in the meeting. The Board agreed the competencies to be put forward to the Department of Transport for the three vacant board positions.

Mr Hugh Creegan left the meeting and the remaining board members agreed the CEO performance metrics for 2021. The Board also discussed the CEO's proposals for succession planning for key management positions in the Authority.

**Next Meeting: Friday 19 February 2021 @ 10.30am.**

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

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