



Minutes of Board Meeting

Held by video conference on Friday 16 April 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 4); Ms Margaret Malone, Head of Corporate Services (Item 5); Mr Mark Bradwell, Procurement Manager (Item 6); Mr Eoin Gillard, Head of Public Transport Investment (Items 7, 8 & 9); Mr Mick MacAree, Head of Strategic Planning and Mr Eoin Farrell, Senior Land Use & Transport Planner (Item 10); Mr David O'Flynn, Financial Controller, Mr Noel Beecher, Head of Governance and Mr Gerard McBrien, Risk Manager (Items 12 & 13); Ms Elaine Horan, Finance Manager, Rural Transport Programme and Ms Maria Roynane, Finance Manager, Rural Transport Programme (Item 14); Mr Karl Seeber (Minutes).

Others in attendance: Ms Roisin Cloake, Project Manager, Park & Ride Development Office; Mr Geoff Emerson, Director, Clifton Scannell Emerson Associates Consulting Engineers (Item 9).

* * * * *

1. Declarations of Interest

None.

2. Minutes of previous meeting

The draft minutes of the Board meeting held on 19 March 2021 and the special Board meeting held on 1 April 2021 were approved without amendment.

3. Matters Arising & Board Schedule

The Board discussed the position on matters arising from previous Board meetings and the proposed schedule of Board meetings for the rest of 2021.

4. CEO Report

The Chief Executive outlined developments since the last meeting and responded to matters raised by Board members.

Mr Gallagher outlined the position regarding progress on implementation of the Authority's Business Plan for 2021.

5. Draft Annual Report 2020

Following a presentation by Ms Malone and subsequent discussion, the Board approved the contents of the Annual Report subject to any editing that may be required in order to prepare the Annual Report and Financial Statements 2020 for publication.

6. Contract Award for ICT Managed Services

Following introductory remarks by Mr Bradwell and subsequent discussion, the Board approved the award of a contract for contact and business administration services to SGS on the basis of their tendered rates for a fixed period of four years and with an option for the Authority to extend the term twice, with each renewal being for a period or periods of up to 12 months.

7. Confirmation of Initial DART+ Fleet Order

Following introductory remarks by Mr Creegan and subsequent discussion, the Board confirmed that, subject to Government authorisation, the initial order under the fleet Framework Agreement for the new DART+ fleet would be for 6 half-length Electrical Multiple Units and 13 half-length Battery Electrical Multiple Units in addition to the provision of spare parts, training items and associated items.

Mr Creegan noted that a subsequent decision will be sought from the Board following, and subject to, receipt of Government authorisation, to grant Decision Gate 3 approval in respect of the fleet framework agreement and the initial order.

8. Bus Shelter Contract Amendment & Extension

Mr. Creegan briefed the Board on the impact of the Covid pandemic on the advertising revenues associated with the Authority's bus shelter contract, which have reduced significantly during 2020 and 2021. In accordance with the *force majeure* provisions of the bus shelter contract, a temporary adjustment to the contractual arrangements is under consideration, together with the exercise of an extension provision under the contract.

The Board noted the position in the matter.

9. Draft Park & Ride Strategy

Mr Gillard noted that the Authority had established a Park & Ride Development Office in February 2020 in line with the requirements of the Climate Action Plan 2019. Since then work has been continuing on further developing an outline Park & Ride Strategy. He noted that the provision of Park & Ride is intrinsically linked to public transport provision. In this regard Park & Ride is a component of the sustainable transport network and represents one of the complementary measures that can deliver on modal shift and use of more sustainable modes. Accordingly, he explained that the approach that has been adopted to the further development of the Park & Ride Strategy is to integrate this where possible with the development of metropolitan area transport strategies. It is expected that a Park & Ride Strategy covering all regions and cities will be completed by the end of 2021.

Following discussion the Board raised a number of issues for further consideration before the draft Park & Ride Strategy is completed and presented to the Board for approval.

10. Draft GDA Transport Strategy 2022-2042 Update

Mr Creegan noted that the review and updating of the Greater Dublin Area Transport Strategy 2016-2035 is ongoing. He explained that development of the updated transport strategy requires the establishment of an overall aim or objective, plus sub-objectives, in order to evaluate the likely performance and effectiveness of the proposed transport strategy. He then outlined the proposals in that regard which had been developed following discussions with the Steering Board and the Public Representatives' Advisory Committee.

Following discussion, the Board noted the position in the matter and raised a number of issues for further consideration in the development of the updated transport strategy.

11. Draft Small Public Service Vehicle (Emergency Measure Covid-19) Regulations 2021

Ms Thompson recalled that the Authority has already made regulations to temporarily extend the maximum permissible age requirements in respect of certain SPSV vehicles in response to the serious adverse economic consequences of Covid-19 for the industry.

She indicated that the Authority proposes to make further regulations in that regard at this time in direct response to the continuing and unresolved state of the economy but in expectation of recovery commencing towards the end of 2021, which will be kept under review with the Board.

The Authority proposal is, in effect, to extend by 12 months the maximum permissible age requirements relating to 516 vehicles which might otherwise be forced to exit the fleet in 2021.

Ms Thompson explained that once the proposed emergency regulation has reached its end date on 31 December 2021, Regulation 31 of the Taxi Regulation (Small Public Service Vehicle) Regulations 2015 would apply.

Ms Thompson noted that a public consultation must be completed for any proposed change to SPSV Regulations.

Following discussion, the Board noted the position in the matter.

12. Finance Update

Mr O'Flynn summarised the main points of the Management Accounts for March 2021 and the emerging financial position for 2021 as a whole and responded to questions from Board members.

13. Risk Update

Mr Beecher summarised the up-to-date position on risk management issues and responded to questions from Board members.

The Chairperson requested that the rating of a number of risks be reviewed.

14. Robotic Process Automation project in Rural Transport

Ms Horan gave a presentation outlining the reasons for implementing robotic process automation within the finance area of the Rural Transport Programme and the benefits for the Authority. The Board noted the position in the matter.

15. Meeting without Executive

None.

Next Meeting: Friday 21 May 2021 @ 10.30am.

Signed: _____
Chairperson

Dated: _____