



Minutes of Board Meeting

Held by video conference on Friday 16th July 2021

Board Members in attendance

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

Apologies from Board Members

Mr David Gray.

Others in attendance

All Items: Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Mr Tim Gaston, Director, Public Transport Services; Dr Declan Sheehan, Chief Information Officer; Mr Bernard Higgins, Director, Transport Technology; Ms Margaret Malone, Head of Corporate Services; Mr Karl Seeber (Minutes).

Item 4: Mr Stephen Gallagher, Head of Strategic and Business Planning.

Item 5: Mr Barry Dorgan, Head of Transport Technology Systems.

Item 6: Ms Marian Wilson, Head of Service Planning, Mr John Nott, Senior Transport Planner; Mr Robert Costello, KPMG; Ms Niamh McGreer, KPMG.

Item 7: Mr Tim Hall, Transport Economist.

Item 9: Ms Orlagh McGowan, Procurement Support Officer.

Item 10: Ms Patricia Craven, Head of Taxi Regulation; Mr Eddie Fullerton, Compliance Manager.

Items 11 – 14: Mr David O'Flynn, Financial Controller; Mr Noel Beecher, Head of Governance; Mr Gerard McBrien, Risk Manager.

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1. Declarations of Interest

None.

2. Minutes of previous meeting

The draft minutes of the Board meeting held on 21 May 2021 were approved subject to the substitution of the second sentence of the second paragraph of Item 3 (Matters Arising & Board Schedule) by the following sentence:-

The Board referred to the desirability of the appointment of a member with professional experience in public transport operations and raised the possibility of a candidate being appointed from outside Ireland if a suitable candidate cannot be found domestically.

3. Matters Arising & Board Schedule

The Chairperson indicated that a briefing session concerning the proposed draft Transport Strategy for the Greater Dublin Area will take place on 28 July next in advance of formal consideration of the matter at the Board's September meeting.

He also indicated that the Board will undertake reviews of the Authority's Statement of Strategy in late 2021 and risk management arrangements in early 2022.

4. CEO Report

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

The Board noted the position in respect of the Authority's Business Plan for 2021.

5. Next Generation Automatic Vehicle Location - Decision Gate 2

Following introductory remarks by Mr Higgins and Mr Dorgan, the Board gave its approval for the Next Generation AVL project to move to Decision Gate 2 (Project Brief and Procurement Strategy) of the Public Spending Code subject to recommendations and items raised in the assessment of the Project Brief and Procurement Strategy being addressed prior to the issuance of formal Approving Authority approval.

6. Connecting Ireland Preliminary Business Case and commencement of public consultation

Following a presentation by Mr Nott and subsequent discussion, the Board gave its approval for:-

- a) submission of the business case to the Department of Transport subject to changes requested by the Board;
- b) commencement of a non-statutory public consultation process in late 2021, which will be conducted online in view of Covid-19.

The Chief Executive agreed to provide the Board with an update on developments at its September meeting.

7. Fares Strategy 2021/22

Following introductory remarks by Mr Gaston, the Board approved the Fares Strategy as presented.

8. Extension of licence for WeWork premises

The Board gave its approval for the Authority to extend its agreement with WeWork in respect of accommodation space for a period of 12 months up to the end of September 2022 in accordance with the arrangements as presented.

9. Award of contract for Customer Contact Centre Mobilisation and Transition support services

The Board approved the award by the Authority of the contract for the provision of mobilisation and transition services in respect of the proposed Customer Contact Centre to Sogeti on the basis of their tendered rates for a fixed period of two 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.

10. Draft Small Public Service Vehicles (SPSV) Regulations

The Board noted that recent public consultations had shown considerable support among respondents for the making of the following new regulations in respect of SPSVs:-

- a) Small Public Service Vehicle (Emergency Measure Covid-19) (Expired Licence) Regulations 2021, and
- b) Small Public Service Vehicle (Emergency Measure Covid-19) (Fees) Regulations 2021.

The Board approved the signing by the Chairperson on behalf of the Authority of the draft SPSV Regulations as presented.

The Board noted that the Department of Transport has written to the Authority on behalf of the Minister for Transport to request that the Board consider a further extension of age limits to the end of 2022 in order to enable the SPSV sector to see out the pandemic and give operators a degree of certainty in the coming period as passenger demand returns. The Board noted that the Authority has prepared draft regulations in order to give effect to this proposal and that these draft regulations will be the subject of a public consultation, which is a statutory requirement. It was agreed that following the conclusion of that process the matter will be brought to the Board for approval. As the Authority will not be meeting during August, it was agreed that this could be done by correspondence.

The Board decided to defer until September consideration of proposals for the making of regulations to revise the amount prescribed for a fixed payment offence in Schedule 8 of the Regulation (Small Public Service Vehicle) Regulations 2015. The Board requested additional background information on the operation of the fixed penalty system in order to assist in its consideration of this matter.

11. Finance Update

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

12. ARC Report

The Board noted Mr O'Connor's report of the Audit and Risk Committee meeting held on 2 July 2021.

13. Annual Review of Protected Disclosure Policy

The Board approved amendments to the Authority's Protected Disclosures Policy as presented.

14. Risk Update

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

15. AOB

Acting on a proposal by the Chairperson, the Board approved the appointment of Mr Gray to succeed Mr O'Connor as Chairperson of the Audit and Risk Committee.

The Board noted that correspondence has been circulated to Board members concerning a proposal for an Atlantic Railway Corridor. It was noted that the Authority does not have any statutory responsibility concerning this proposal, which comes within the remit of the Department of Transport.

The Chief Executive agreed to provide an update regarding the position on increases to the maximum taxi fare at the Board's September meeting.

16. Meeting without Executive

None.

Next Meeting: Friday 17 September 2021 @ 10.30am.

Signed: _____
Chairperson

Dated: _____