



Minutes of Board Meeting

Held by video conference on Friday 19th November 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, Mr David Gray.

Apologies from Board Members

None.

Others in attendance

All Items: Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Ms Wendy Thompson, Director of Transport Regulation; 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 Richard Kelly (Minutes).

Item 4 & 5: Mr Stephen Gallagher, Head of Strategic and Business Planning.

Item 6: Ms Freda Quinlan, Senior Capital Finance Manager; Mr Eoin Gillard, Head of Public Transport Investment; Mr David O'Flynn, Financial Controller.

Item 10: Mr David O'Flynn, Financial Controller; Ms Freda Quinlan, Senior Capital Finance Manager; Mr Mark O'Sullivan, Head of PSO & Ticketing Finance.

Item 11: Mr David O'Flynn, Financial Controller.

Item 12: 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 15th October 2021 were approved without amendment.

3. Matters Arising & Board Schedule

The Chairperson outlined that there has been no further updates in respect of the Board appointments. The board agreed that Chairperson will fill the vacancy on ARC on a temporary basis until new Board appointments are in place. The Chairperson also stated that due to the situation changing with Covid 19 restrictions and Government advice to work from home that the Board meetings will continue via video conference until such a time as Government advice changes.

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 as outlined by Mr Gallagher.

5. Strategic Plan Progress Report

Mr Gallagher provided an overview of the Strategic Plan Progress Report and responded to queries raised by Board members. The Board noted the report.

6. Major Capital Projects

a) Luas Life-Cycle Asset Renewal Business Case

Mr Creegan provided an overview of the Luas Life-Cycle Asset Renewal Preliminary Business Case which sets out a six year programme of projects related to the renewal, replacement and upgrade of key Luas equipment and systems and responded to questions from the Board.

Following discussion, the Board approved the Luas Life-Cycle Asset Renewal Preliminary Business Case, noting that individual projects will go through the required internal controls process and that the overall programme scope will remain as stated in the Preliminary Business Case.

a) Luas Upgrades Business Case

Following introductory remarks by Mr Creegan, Mr Gillard provided an overview of the Public Transport Luas Upgrades Preliminary Business Case which sets out a five year programme of minor enhancements to the Luas system and responded to questions from the Board.

Following the discussion, the Board approved the Public Transport Luas Upgrades Preliminary Business Case, noting that individual projects will go through the required internal controls process and that the overall programme scope will remain as stated in the Preliminary Business Case.

b) Finance System Project Brief and Procurement Strategy

Mr O'Flynn provided an overview of the Finance System Project Brief and Procurement Strategy (Project Phoenix) seeking approval to proceed through decision gate 2 of the Public Spending Code.

Mr O'Connor confirmed that ARC reviewed the Finance System Project Brief and Procurement Strategy.

Following the discussion, the Board gave its approval for the Finance System Project Brief and Procurement Strategy to proceed through decision gate 2 of the Public Spending Code.

7. Procurement

a) ICT Security Services Contract Award

Mr Sheehan gave an overview of the ICT Security Services Contract Award. Mr Sheehan outlined that approval was being sought to award the contract to Ernst & Young following a competitive tendering process for a period of two years with an option for a further two years.

Following discussion, the Board gave its approval to award the ICT Security Services Contract to Ernst & Young.

8. SPSV Fixed Payment Notices Regulation commencement of consultation

Ms Thompson provided an overview of the proposed SPSV Fixed Payment Notices (Prescribed Amounts) Regulations. Ms Thompson indicated that a public consultation is intended to commence in Q1 of 2022 and the proposal is to increase fines as appropriate in line with the analysis provided.

Following a discussion, the Board gave its approval for the commencement of a consultation on the draft regulations with a suggestion that fines be set to the maximum for cases involving unreasonable refusal to carry wheelchair users or guide/assistance dogs.

9. Transport Security

It was agreed that the Transport Security Update would be deferred to the December Board meeting.

10. Budget 2022

Mr O'Flynn provided a comprehensive overview of the 2022 Budget for the National Transport Authority which included a shortfall in PSO grants. The board discussed the further impact on the Authority's budget if passenger numbers are significantly impacted by new Covid restrictions and whether additional PSO grants will be authorised if the shortfall in passenger numbers materialise beyond those budgeted for. Mr O'Sullivan confirmed that there should be clarity in Q1 of 2022 in respect of supplementary PSO grants. The Board expressed its concern on the potential shortfall in PSO grants and asked that it be kept on the agenda in early 2022 and suggested that the Authority identify early in 2022 the potential actions it would need to take if there was a PSO shortfall.

The Board approved the draft Budget for 2022 and commended the work of Mr O'Flynn and the team in putting it together.

11. Finance Update

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

12. Risk Update

Mr Beecher summarised the up-to-date position on risk management issues and responded to questions from Board members. Mr Beecher also confirmed that the Strategic Risk Register is being updated and will come before the Board when finalised

13. Presentation on Iarnród Éireann

Mr Jim Meade, CEO of Iarnród Éireann joined the meeting and presented to the board on the plans of Iarnród Éireann. Following a comprehensive discussion, the Chairperson thanked Mr Meade for his attendance. Mr Meade expressed his thanks to the Board for the invitation noting that that Iarnród Éireann would continue to work closely with the respective NTA teams to deliver our common objectives.

Mr Meade then left the meeting.

14. AOB

The Board noted the recent announcement by CIÉ of the Heuston Masterplan and a brief discussion took place on this.

Mr Gaston provided an update in respect of staff absences with public transport operators due to Covid. Mr Gaston stated that it may present challenges in providing full services but the Authority is monitoring the situation closely.

15. Meeting without Executive

None.

Next Meeting: Friday 17 December 2021 @ 10.30am.

Signed: _____
Chairperson

Dated: _____