



Minutes of Board Meeting

Held in NTA HQ and via video conference on Friday 16th June 2023

Board Members in attendance

Mr Peter Strachan (Chairperson), Ms Ann Fitzgerald, Ms Anne Graham (CEO), Mr Hugh Creegan (Deputy CEO), Mr Pat Mangan, Mr Brian McCormick, Mr Iain Docherty, Ms Eleanor O’Neill, Mr David Gray, Mr Owen Keegan (CEO of Dublin City Council), Ms Joyce Loughnan.

Apologies: Frank O’Connor

Others in attendance

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

Item 5: Ms Lisa Tierney, Head of Human Resources.

Items 5 & 9: Mr Stephen Gallagher, Head of Corporate Strategy

Items 6 & 7: Mr Eoin Gillard, Assistant Director - Transport Investment

Item 7: Mr John O’Flynn, Head of Customer Experience.

Item 8: Mr David O’Flynn, Financial Controller; Ms Joanne Regan, Finance Manager.

Items 8 & 9: Mr Noel Beecher, Head of Governance.

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1. Declarations of Interest

None

2. Minutes of previous meeting

The draft minutes of the Board meeting held on 19th May 2023 were approved.

3. Matters Arising & Board Schedule

None.

4. CEO Report & Performance Delivery Agreement 2023

a) CEO Report

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

b) Performance Delivery Agreement 2023

Mr Gallagher provided an overview of the Performance Delivery Agreement 2023 and responded to questions from Board members.

The Board subsequently approved the Performance Delivery Agreement 2023.

5. NTA Strategic Staffing Plan

Ms Tierney and Mr Gallagher provided an update on the NTA Strategic Staffing Plan and responded to questions from the Board members.

The Board noted the update provided by Ms Tierney and Mr Gallagher.

6. Capital Programme Committee Report

Mr Docherty provided an update report from the June meeting of the Capital Programme Committee. Mr Docherty noted that there was one item considered by the Committee related to the Ceannt Station Upgrade Project that is due for a decision by the Board.

➤ Decision Item: Ceannt Station Upgrade Project

Mr Docherty confirmed that the Committee had considered the Final Business Case (FBC) for the Ceannt Station Upgrade Project, and it was the recommendation of the Committee that the Board authorise its approval. Following discussion, the Board confirmed its authorisation for approval for the Final Business Case for the Ceannt Station Upgrade Project.

7. Procurement

a) Media Buying Contract

Mr O'Flynn provided an overview of the procurement competition related to the Media Buying Contract.

Following the overview provided, and subsequent questions from the Board members, the Board approved the awarding of the contract to Mindshare Media Ireland Ltd.

b) Consolidated Contact Centre Contract

The Board decided that a decision on the Consolidated Contact Centre Contract be deferred to a future Board meeting.

c) Double Deck Electric Bus Order

Mr Gillard provided an overview of the framework contract in place related to the purchase of double deck electric buses. Mr Gillard outlined that approval is sought to place an order for two hundred and ten (210) double-deck electric buses order as part of the “Single Supplier Framework Agreement for the Purchase of Double-Deck Electric Buses” which was executed with Bamford Bus Company Limited (t/a Wrightbus) in March 2022.

Following the overview provided, and subsequent questions from the Board members, the Board approved the purchase of two hundred and ten (210) Double Deck Electric Buses from Bamford Bus Company Limited (t/a Wrightbus) under the provisions of the “Single Supplier Framework Agreement for the Purchase of Double-Deck Electric Buses”.

8. Finance Update, Budget 2024 & Leap Dormant Funds Policy

a) Finance Update

Mr O’Flynn presented the financial report on the Authority’s current financial position and responded to questions from Board members.

b) Budget 2024

Mr O’Flynn provided an update to the Board on the development of the 2024 budget. The Board noted the update provided by Mr O’Flynn.

c) Leap Dormant Funds Policy

Mr O’Flynn provided an overview of the Leap Dormant Funds Policy and the proposals to amend the policy. Mr O’Flynn outlined that Board approval is being sought for amendments to be made to the Leap Dormant Funds Policy.

Following the overview provided, and subsequent questions from the Board members, the Board approved the amendments to be made to the Leap Dormant Funds Policy.

9. Risk Matters

a) Risk Report

The Board noted the Risk Report provided by Mr Beecher.

b) Strategic Risks – Climate & Sustainability

Mr Gallagher provided an overview of the Strategic Risks related to Climate and Sustainability.

Following the overview provided, Mr Gallagher responded to questions from the Board members. The Board agreed that further work should be done on the Strategic Risks related to Climate and Sustainability.

10. CEO Dublin Bus

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

Mr Hann then left the meeting.

11. AOB

None

Next Meeting: Friday 21st July @ 09.30am.

Signed: _____
Chairperson

Dated: _____