



Minutes of Board Meeting

Held in NTA HQ and via video conference on Friday 17th November 2023

Board Members in attendance

Mr Peter Strachan (Chairperson), Ms Anne Graham (CEO), Mr Hugh Creegan (Deputy CEO), Mr Pat Mangan, Mr Brian McCormick, Mr Iain Docherty, Ms Joyce Loughnan, Mr Frank O'Connor, Mr David Gray, Ms Ann Fitzgerald.

Apologies: Ms Eleanor O'Neill, Richard Shakespeare (Acting CEO of Dublin City Council)

Others in attendance

All Items: Mr Philip L'Estrange, Director, Finance & Corporate Services / Board Secretary; Mr Declan Sheehan, Chief Information Officer; Mr Jeremy Ryan, Director of Public Transport Services; Ms Wendy Thompson, Director of Transport Regulation; Mr Bernard Higgins, Director of Transport Technology; Mr Richard Kelly, HEO (Minutes).

Item 6: Mr Mark Bradwell, Senior Procurement Manager.

Item 7: Ms Naomi Rooney, Transport Accessibility Manager.

Item 6, 9 & 10: Mr David O'Flynn, Financial Controller.

Item 10: Ms Freda Quinlan, Senior Capital Finance Manager; Ms Joanne Regan, Finance Manager.

Item 9, 10 & 11: Mr Noel Beecher, Head of Governance; Mr Gerard McBrien, Risk Manager.

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1. Declarations of Interest

None

2. Minutes

a) Minutes of Previous Meeting

The draft minutes of the Board meeting held on 20th October 2023 were approved with the inclusion of an amendment to item 5a to address a typographical error.

3. Matters Arising & Board Schedule

The Board noted that the Board Effectiveness Review currently being undertaken by the IPA (Institute of Public Administration) is ongoing.

Following the recent flooding in the Midleton area, the Board raised the matter of flood risk assessment related to the Cork Area Commuter Rail – Glounthaune to Midleton Double Tracking project. Mr Creegan outlined that flood risk assessment would have formed part of the environmental reports submitted as part of the planning process but undertook to confirm whether the recent flooding alters that assessment.

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.

5. Capital Programme Committee Report

a) Committee Report

Mr Docherty provided an update report from the November meeting of the Capital Programme Committee. Mr Docherty outlined that the NTA recently undertook a market engagement exercise highlighting opportunities and raising awareness relating to the BusConnects Core Bus Corridor projects.

Mr Docherty noted that there were a number of items considered by the Committee which were being recommended for approval by the Board, comprising of the following matters:

- Revised Terms of Reference for Committee & Reserved Functions of the Board;
- Cork Northern Distributor Road SAR (Strategic Assessment Report); and
- Business Case for NGAVL (Next Generation Automatic Vehicle Locator) system.

Each of these items was then considered by the Board.

- **Decision Item – Revised Terms of Reference for Committee & Reserved Functions of the Board**

Following discussion, the Board deferred a decision on the Revised Terms of Reference for Capital Programme Committee & Reserved Functions of the Board to a future Board meeting.

- **Decision Item - Cork Northern Distributor Road SAR (Strategic Assessment Report)**

Following discussion, the Board confirmed its authorisation for approval of the Cork Northern Distributor Road Strategic Assessment Report.

- **Decision Item - Business Case for NGAVL (Next Generation Automatic Vehicle Locator) system**

Following discussion on this item, the Board confirmed its authorisation for approval of the business case for the NGAVL project.

6. Procurement

a) NGAVL system and services

Mr Higgins provided an overview of the procurement competition related to the NGAVL system and services.

Following the overview provided, the Board approved the awarding of the contract to Trapeze Group UK Limited.

b) Finance & Consultancy Services

Mr O'Flynn provided an overview of the procurement competition related to Finance & Consultancy Services.

Following the overview provided, and subsequent questions from the Board members, the Board approved the awarding of the contract to Ernst & Young and Org Global Investment Holdings Unlimited Company.

7. Public Transport Accessibility

Ms Rooney provided an overview of Public Transport Accessibility matters and the work that the NTA and its stakeholders is doing to improve accessibility to public transport services.

The Board noted and thanked Ms Rooney for the overview provided.

8. Direct Award Contracts for Dublin Bus and Bus Éireann

Mr Ryan provided an overview of the Direct Award Contracts for Dublin Bus and Bus Éireann and responded to questions from Board members.

Following the overview provided, the Board approved the following;

- a)** the Authority shall enter into a direct award contract (the “**2024 direct award contract**”) in accordance with section 52(6) of the Act to Dublin Bus. The 2024 direct award contract to Dublin Bus will consist of two elements:
 - i. the direct award of certain routes the five year period up to 30th November 2029; and
 - ii. allowance for the modification or removal during the contract lifetime of certain routes and/or replacement with other routes as the bus network evolves such that the services are capped at mid-July 2023 levels based on service kms operated or vehicles operated;

- b)** the Authority shall enter into a direct award contract (the “**2024 direct award contract**”) in accordance with section 52(6) of the Act to Bus Éireann. The 2024 direct award contract to Bus Éireann will consist of two elements:
 - i. the direct award of certain routes the five year period up to 30th November 2029; and
 - ii. allowance for the modification or removal during the contract lifetime of certain routes and/or replacement with other routes as the bus network evolves such that

the services are capped at mid-July 2023 levels based on service kms operated or vehicles operated;

- c) the Chief Executive Officer is:
- i. to conclude the 2024 direct award contracts on behalf of the Authority, including settling the terms of the 2024 direct award contract; and
 - ii. without prejudice to the generality of c)i., if necessary in their opinion to reflect customer needs and trends, to modify the routes that are the subject of either of the 2024 direct award contracts or particular elements of the 2024 direct award contracts.
- d) the resolution at c) is without prejudice to the powers of the Chief Executive pursuant to section 19 of the Act, and to the extent required is to be construed as the conferral of an “other function” on the Chief Executive for the purposes of section 19(2) of the Act.

9. Finance Matters

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

10. Draft Budget 2024

Mr O’Flynn provided an overview of the Draft 2024 Budget for the National Transport Authority. An extensive discussion took place on this item. Following the discussion, the Board expressed their concern at the current levels of PSO funding granted for 2024 as it will have a significant impact on delivery of new services under the BusConnects and Connecting Ireland programmes.

11. Risk and Governance Matters

a) Risk Report – For information

Mr Beecher provided an overview of Risk Matters

The Board noted the Risk Report provided by Mr Beecher including the increased risk in relation to levels of PSO funding for 2024.

12. AOB

None.

Next Meeting: Friday 15th December 2023 @ 10.30am in NTA HQ.

Signed: _____
Chairperson

Dated: _____