



Minutes of Board Meeting

Held in Granville Hotel, Waterford and via video conference on Friday 18th October 2024

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 Eleanor O’Neill, Ms Joyce Loughnan, Mr David Gray, Mr Richard Shakespeare (CEO of Dublin City Council), Ms Ann Fitzgerald.

Apologies: Mr Frank O’Connor.

Others in attendance

All Items: Mr Philip L’Estrange, Director of Finance & Corporate Services; Mr Jeremy Ryan, Director of Public Transport Services; Mr Declan Sheehan, Chief Information Officer, Mr Bernard Higgins, Director of Transport Technology, Mr Richard Kelly, HEO (Minutes).

Item 5: Mr Stephen Gallagher, Head of Corporate Strategy.

Item 6: Mr Sean McKeown, Mr Paul Johnston, Mr Michael Murphy and Mr Sean Dobbs. All from Waterford City & County Council.

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

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

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1. Declarations of Interest

a) Declarations of Interest

None.

2. Minutes

a) Minutes of Previous Meeting

The draft minutes of the Board meeting held on 20th September 2024 were approved with minor amendments.

3. Matters Arising & Board Schedule

The Board noted that Draft 2025 Board dates calendar and resolved to revert back with some proposed amendments.

4. CEO Report & Statement of Strategy Quarterly Update

a) CEO Report

The Chief Executive outlined developments since the last meeting and provided an update on PSO Services provision.

Following the Chief Executives update, the Board discussed the recent 2025 budget announcement regarding free travel for companions of Free Travel Passholders over the age of 70 and impact that this will have on PSO (Public Service Obligation) revenue particularly given the under-provision of funding for PSO services.

The Chief Executive then responded to other matters raised by Board members.

The Board noted the use of the Corporate Seal during Q3 2024.

b) Statement of Strategy Quarterly Update

Mr Gallagher provided a progress update on the Authority's Annual Corporate Business Plan. Following the update, Mr Gallagher responded to questions from Board members.

5. Waterford City and County Council Presentation

Mr Sean McKeown, Mr Paul Johnston, Mr Michael Murphy and Mr Sean Dobbs entered the meeting.

Mr McKeown provided introductory remarks regarding the work of Waterford City and County Council.

Mr Johnston gave an overview to the Board of the various strategies Waterford City and County Council are engaged in.

Mr Dobbs provided an overview of the North Quays Development in Waterford which had been visited by members of the board the previous day.

Mr Murphy then gave an overview of the Active Travel projects currently ongoing in Waterford City and County.

On behalf of the Board, the Chairperson thanked Mr McKeown, Mr Johnston, Mr Murphy and Mr Dobbs for attending.

Mr Sean McKeown, Mr Paul Johnston, Mr Michael Murphy and Mr Sean Dobbs then left the meeting.

6. Capital Programme Committee Report

a) Report from Committee Meeting

Mr Docherty provided an update report from the October meeting of the Capital Programme Committee, including the Committee's consideration of a number of items which included the railway order decision on the DART+ West project, an update on new bus fleet plus depot electrification and consideration of the overall Active Travel programme.

Following the update provided above, Mr Docherty responded to questions from the Board members.

7. Draft (Public Passenger Transport Services) Bye-Laws 2019 for Consultation

Mr Ryan provided an overview of the draft Public Passenger Transport Services bylaws for consultation.

Following the overview provided, Mr Ryan responded to questions from Board members.

The Board noted the update provided by Mr Ryan.

8. Direct Award Contracts with Dublin Bus & Bus Éireann – Key Contract Terms

Mr Ryan provided an overview of the key contract terms for the Direct Award Contracts for Dublin Bus and Bus Éireann.

Following the overview provided and the discussion that took place, the Board approved the key contract terms for the Direct Award Contracts for Dublin Bus and Bus Éireann subject to feedback from the Board being taken into account.

9. ARC (Audit and Risk Committee) Update

Mr Gray outlined the main issues discussed at the ARC meeting held on 13th September last and responded to questions from Board members.

10. Risk & Governance Matters

a) Risk Update – For Information

The Board noted the Risk Report provided by Mr Beecher.

b) ARC Terms of Reference – Decision Item

The Board approved the ARC Terms of Reference following the overview provided by Mr Beecher.

c) Fraud, Corruption & Bribery Policy – Decision Item

The Board approved the Fraud, Corruption & Bribery Policy following the overview provided by Mr Beecher.

d) Protected Disclosures Policy – Decision Item

The Board approved the Protected Disclosures Policy following the overview provided by Mr Beecher.

e) Emerging Risk Radar – For Information

Mr Beecher gave an overview of the Emerging Risk Radar report and responded to questions from the Board members.

The Board noted that overview provided by Mr Beecher.

11. Finance Update

a) Finance Report

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

12. AOB

None.

Next Meeting: Friday 15th November 2024 @ 10.30 hrs in NTA HQ

Signed: _____
Chairperson

Dated: _____