

## MINUTES 88<sup>th</sup> MEETING OF TII BOARD

### ITEM

<b>Subject:</b>	TII BOARD MEETING	<b>Meeting No:</b>	88
<b>Location:</b>	TII Offices, Parkgate Street, Dublin 8, with some contributions by video link (Teams)	<b>Date held:</b> 18 July 2023	<b>Doc Revision:</b> Approved

### ATTENDEES

BOARD CHAIRPERSON	Gareth Llewellyn
BOARD MEMBERS	Aidan Skelly
	Mary O'Donovan
	Patricia O'Shea
	Damien Ó Tuama
	Des Kenny
	Peter Walsh (CEO)
	Colette Byrne
	Aebhric McGibney
	Sadhbh O'Neill
	Michael Wall
	AnnMarie Farrelly
MEMBERS OF EXECUTIVE	Edel McCormack (Head of Governance and Legal, Secretary)
	Marie Mulvany (Executive Assistant)
	Audrey Keogh (Director of Business Services)
PRESENTERS	Declan Wylde (Head of Finance) – <i>Item 7</i>
	Seán O'Neill (Director of Communications) – <i>Item 6</i>
	Kelly McCarthy (Assurance & Performance Reporting Manager) – <i>Item 3</i>
	Reddy Morley (Head of Rail Safety & Occupational H&S) – <i>Item 8</i>
	Tony Redmond (Director of Corporate Services) – <i>Item 3</i>
	Nigel O'Neill (Director of Capital Programmes) – <i>Item 4</i>
	Paolo Carbone (Head of Public Transport Capital Projects) – <i>Item 4</i>

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### 1.0 CONFLICTS OF INTEREST

No conflicts were declared other than those already on the record for Board Members. It is noted that no decisions relevant to any of the existing interests of members were before the Board and that Patricia O'Shea indicated that she would withdraw from the meeting, if an issue arose, during the MetroLink presentation. [This was not necessary]

### 2.0 COMMITTEE UPDATES

As neither committee met formally in July, there were no committee updates. The proposed members of the Infrastructure Committee met before the Board meeting to discuss terms of reference and these are before the Board for approval.

### 3.0 GOVERNANCE & LEGAL UPDATES/RISK MANAGEMENT

(3.1) Tony Redmond presented the Contracts signed in June valued in excess of €50k which were **noted** by the Board. Tony will revert on questions regarding one of the procurements raised by the Board.

(3.2) Kelly McCarthy outlined the proposed Balanced Scorecard Targets. The balanced Scorecard was introduced in April following the Board Excellence review of effectiveness. Kelly noted that further metrics may be required following completion of the strategy review presently underway.

It was noted that there is no indicator for serious injuries/fatalities on the network as TII does not readily have access to data to support such indicators. We are reliant on An Garda Síochána and the Road Safety Authority. The Board may need to reconsider this in the context of the revised Statement of Strategy. It was also noted that there is no stretch or challenge in the indicator for eFlow and this might be desirable. The Executive will consider this. [REDACTED]

[REDACTED] The Board **approved** the proposed targets subject to consideration of the points raised and any further consideration that might arise from revision of the Statement of Strategy.

(3.3) Kelly McCarthy presented the Annual Plan Activities Tracker for Q2. In response to a question by the Board, Kelly confirmed that any activity in the plan with a target completion date that might yet be achieved within target remains yellow, and only converts to red if it is at a substantial risk of failing to meet the target. The Board noted that further detail of what can be done to 'get to green' is required, and that the executive should be able to provide assurance that the implementation of recommendations listed in the tracker would have the effect of moving the activity to green, or, at least, away from red.

(3.4) The Board considered the revised draft Terms of Reference for the Infrastructure Committee prepared by the Secretary and circulated in advance of the meeting. The Board **approved** the Terms of Reference for the Infrastructure Committee (TOR), subject to amendments discussed at the meeting. The Secretary will circulate the final agreed TOR following the Board meeting. The Board **appointed** Gareth Llewellyn, AnnMarie Farrelly, Aidan Skelly, Michael Wall, Sadhbh 'Neill and Aebhric McGibney to the Infrastructure Committee and **confirmed** Aidan Skelly as Chairman. The Board **appointed** Damien O'Tuama, Mary O'Donovan, Patricia O'Shea, Des Kenny and Colette Byrne to the ARC and **confirmed** Mary O'Donovan to succeed the current Chairman, Aidan Horan, when he finishes his term later this year. [The appointments of committee chairpersons were made at the June Board meeting]

(3.5) The Board **noted** the explanatory memorandum prepared by the Secretary on the implications for TII of recent revisions to governing legislation contained in the Road Traffic and Roads Act 2023. Members can submit any further questions to the Secretary by email.

### 4.0 [REDACTED] *Confidential & Sensitive*

[REDACTED]

[REDACTED]

[REDACTED]

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been four workshops at management level and the resulting arrangements are designed to allow the authorities to fulfil their statutory functions and meet the requirements of the Public Spending Code.

[REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

The Board requested that the team reviews the proposal in light of the concerns expressed and asked that the Secretary to the Authority be involved in the process from a TII corporate perspective. It was noted that an invitation has been extended to the NTA Board to meet on this topic. It is hoped to make a decision on governance in or around October of this year.

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### 5.0 PRESENTATION: STATEMENT OF STRATEGY 2021-2025

Kelly McCarthy presented the paper to the Board and outlined developments since the last Board meeting. The Chairman noted that the process for the development of Strategy beyond 2025 will begin next year. The Board discussed the paper, and some observations were made.

- We need to keep in mind that by 2030 carbon emissions have to be halved. TII must keep that legally binding ceiling in mind and perhaps this could be noted in the statement of strategy. We also need to consider CAP targets and Biodiversity standards. A question was raised on the extent to which TII can influence Scope 3 emissions beyond the context of Project BRUCE and ZEVI.
- The additions made at point 7 of the draft are more in keeping with mission/value statements or behaviours and may not sit well in the strategy. This should be considered.
- The stakeholder related points are split across two areas, and this seems artificial. The importance of the customer seems somewhat reduced in the proposed wording. This should be reviewed.
- Further consideration should be given to the topic of TII profile.
- The wording around the safety of the light rail and metro system for everyone should be reconsidered and we should add 'continuation' of delivery as we are providing a safe system already.

The Chairman summarised that the output broadly reflected what had been discussed and agreed at the meeting in Westport earlier this year and that this can now be finalised, subject to consideration of the points raised, and sent to DOT for review. It does not need to come back to the Board again until it is being presented for final approval after DOT review.

### 6.0 CHIEF EXECUTIVE REPORT AND SUB-REPORTS/COMMUNICATIONS UPDATE

(5.1) The Chief Executive presented the CEO Report to the Board The report focusses on the Strategic Goals of:

- Existing Infrastructure
- New Infrastructure
- Services
- Safety
- People
- Engagement & Collaboration
- Organisational Excellence

Sean O'Neill provided the communications update. DOT is running a media campaign on the use of public transport and TII is providing advisory support. The campaign aims to highlight available alternatives to private cars and to encourage the use of public transport. A visit to the MOCC will be arranged for new Board Members.

The following matters in the CEO report were highlighted:

- The CEO provided an update to the Board on the recent critical injury of a TII employee in an incident in Dublin. Further details were provided later in the meeting under Health & Safety.
- The Metrolink Client Partner Contract was executed on 7<sup>th</sup> July following expiry of the standstill period. While TII did receive correspondence from the unsuccessful tenderer, it does not appear that there is any intention to pursue litigation. There is a paper before the Board to outline how

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TII intends to manage the ongoing delivery of the project in the absence of the approval of additional resources at this time. The Board asked how TII will ensure that it gets value for money in the context of the lack of availability of resources to manage the contract in the first few months and was advised that work is on foot of a system of task orders, and this will be managed cautiously. It was confirmed that the contract is bound to the award of an enforceable railway order. We should consider whether there is any compromise arising from the lack of available resources at this stage.

- A report before PAC in July gained some media attention, including that €300m has been spent on metro to date. We do not have official context for the report yet but will review the committee minutes when they become available.
- The memorandum to cabinet on the Ballaghderreen to Scramoge project should have gone before the recess but this will not happen. It is anticipated that the delay in bringing this forward will result in a cost increase.
- [REDACTED]
- CPI toll increases –The 2023 toll charges came into effect on 1<sup>st</sup> July. TII stayed out of the media debate on this issue.
- Kilrane HGV parking – There are now 10 places for HGV parking near Rosslare harbour. TII is not administering this facility.
- [REDACTED]

[REDACTED]

The Secretary noted in response to a question on a possible social media policy for TII that this will be developed in tandem with an IA review of communications planned for Q3/Q4.

The Board discussed toll increases generally and the CEO confirmed that all eight toll concession contracts contain indexation provisions. If the contractor carries out the calculations correctly, TII is bound to accept the increases. Further details will be brought back to the Board, but TII has very little discretion regarding toll increases. The Chairman noted that, when it discusses tolls later this year, the Board needs to consider the rate of inflation, the contracted raise and TII’s position on the tunnel and M50 where we have more scope for discretion.

**7.0 FINANCIAL PERFORMANCE MONTHLY REPORT**

The report to the end of June was presented by Declan Wylde.

[REDACTED]

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[REDACTED]

8.0

[REDACTED]

[REDACTED]

9.0

**MINUTES OF PREVIOUS BOARD MEETING**

The Minutes of the previous Board meeting 27th June 2023 were approved.

10.0

**MATTERS ARISING**

The progress of matters arising was noted by the Board.

11.0

**ANY OTHER BUSINESS**

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	The CEO outlined the ongoing process of re-fitting TII offices to accommodate blended working arrangements.
<b>12.0</b>	<b>PRIVATE BOARD DISCUSSION</b>
	None

Signed by \_\_\_\_\_

**Chairperson**

Date: \_\_\_\_\_