

MINUTES 104th MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	104
Location:	TII Offices, Parkgate Street, Dublin 8, with some contributions by video link (Teams)	Date held: 25 February 2025	Doc Revision: Approved

ATTENDEES

BOARD CHAIRPERSON	Gareth Llewellyn
BOARD MEMBERS	Patricia O' Shea
	Mary O'Donovan
	AnnMarie Farrelly
	Damien Ó Tuama
	Des Kenny
	Aebhric McGibney
	Colette Byrne
	Michael Wall
	Sadhbh O'Neill
	Aidan Skelly
	Peter Walsh (CEO)
MEMBERS OF EXECUTIVE	Sandra McCarthy (Head of Governance and Legal, Secretary)
	Marie Mulvany (Executive Assistant)
	Audrey Keogh (Director of Business Services)
PRESENTERS	Sandra McCarthy (Head of Governance & Legal, Secretary) – <i>Items 4.1, 4.2 & 4.3.</i>
	Pat Maher (Director of Network Management) – <i>Item 4.5</i>
	Martin Bourke (Senior Manager Asset Management Maintenance) – <i>Item 4.5</i>
	Martina Curran (Assurance & Performance Reporting Manager) – <i>Items 4.6 & 4.7</i>
	Sean Sweeney (MetroLink Programme Director) – <i>Item 5</i>
	██████████ (Turner & Townsend) – <i>Item 5</i>
	Nigel O' Neill (Director of Capital Programme) – <i>Item 6</i>
	Declan Wylde (Head of Finance) – <i>Item 7</i>
	Peter Walsh (Chief Executive Officer) – <i>Items 4.4 & 8</i>
	Helen Hughes (Director of Professional Services) – <i>Item 9</i>
	Donal Dunne (Luas Operations Manager) – <i>Item 9.1</i>
	Mairead D'Arcy (Senior Safety Specialist Rail & Occupational Safety) – <i>Item 9.1</i>

MINUTES 104th MEETING OF TII BOARD

ITEM

1.0 CONFLICTS OF INTEREST

No conflict is therefore perceived.

2.0 COMMITTEE & OTHER UPDATES

Meeting with Minister for Transport

The Chairperson and the Chief Executive updated the Board on their recent meeting with the new Minister for Transport. The Minister of State at the Department of Transport (DoT) was also present together with departmental officials.

Infrastructure Committee (IC)

The Committee Chair advised the Board of the following matters:

The Committee received two presentations: 1) Schedule for ML and; 2) Contracts for Operation and Maintenance of Luas. The Committee Chair noted that further detail on ML schedule optimisation and resilience would be covered as part of item 5.

Audit & Risk Committee (ARC)

The ARC Chair advised the Board of the following matters:

- The main purpose of the most recent meeting was to go through Statement of Internal Control (SIC). Having completed this annual task, the ARC is satisfied to recommend the draft SIC.
- The ARC was pleased by the seriousness with which the annual control effectiveness report is taken noting that, whilst there is work to be done, it is positive that good feedback is being provided.
- The eight committees were looked at and the ARC is satisfied that they can undertake their functions. There is some concern around the visibility of the Business Continuity Committee and the ARC would like to see more focus on this area.
- The Committee Chair thanked the members for their efforts and complimented the level of engagement.

3.0 REVIEW OF THE EFFECTIVENESS OF SYSTEM OF INTERNAL CONTROL

Following on from the comments made in item 2 above, the ARC Committee Chair confirmed that the ARC was happy to recommend the SIC and encouraged members to read the comments. The Board **approved** the Statement of Internal Control for 2024.

4.0 GOVERNANCE & LEGAL UPDATE /RISK MANAGEMENT

(4.1) The Board Secretary presented on the Protected Disclosures Policy & Annual Return and confirmed for the Board that the necessary returns had been completed and returned to DPENDR. The Board **noted** the copy of the returns provided to it together with the draft report which it was confirmed will be published on TII's website in advance of the 31st March 2025 deadline.

(4.2) The Board Secretary presented on the Property Policy Review & Annual Report. The Board **noted** that reports made under the policy of the aggregated CPO acquisitions, and grants /disposals under the threshold of €150k for the 2024 reporting period and **approved** the minor amendments proposed to the policy whilst observing that clarity may be needed regarding the meaning of "material" in the context of a "material acquisition".

MINUTES 104th MEETING OF TII BOARD

ITEM

(4.3) The Board Secretary presented on the Sponsorship Policy Review and outlined the proposed amendments which the Board **approved** whilst noting that the wording of the reference the “*internal sponsorship*” should make it clear that TII is not self-sponsoring. In addition, the Chairperson proposed that the sponsorship threshold at which Board endorsement is required should be raised from €10k to €50k and the Board further **approved** this amendment to the policy.

(4.4) The Chief Executive presented a request for authorisation by the Board of the Executive to seek from the Government Construction Contracts Committee a derogation [REDACTED]
[REDACTED] The Board **approved** the request.

(4.5) Pat Maher and Martin Bourke presented on Motorway Duct Access Agreements providing a briefing on issues arising on the use of and leasing of telecommunications ducting on the managed road network.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

The Board agreed that matters such as this be brought to the Infrastructure Committee with the agenda to be circulated to all Board members so that those with a particular interest may join.

(4.6) Martina Curran presented the proposed Strategic Activities 2025 for endorsement.

The 50 strategic activities were **approved**. It was proposed that TII review the objective of multi-annual funding for both new and existing infrastructure with the intention of monitoring this through associated KPI's.

(4.7) Martina Curran presented the 2025 Balanced Scorecard Targets for endorsement.

Noting that it is not proposed to change the targets for 2025, members queried whether consideration should be given to changing a target in circumstances where target is consistently achieved [REDACTED]
[REDACTED]
The Board was satisfied to **approve** the currently proposed targets.

5.0 PRESENTATION: METROLINK SCHEDULE OPTIMISATION AND RESILIENCE

Sean Sweeney & Michael Flynn presented to the Board.

The Board was advised that the master schedule has been subject to a review through a validation and development exercise and the key findings were outlined. [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

6.0 ANNUAL PLAN & BUDGET

Nigel O' Neill presented to the Board.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

MINUTES 104th MEETING OF TII BOARD

ITEM

[REDACTED] The Board **noted** the approval of the Annual Plan and Budget.

7.0 FINANCIAL PERFORMANCE MONTHLY REPORT

The Board reviewed the financial performance report for January 2025. [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

8.0 CHIEF EXECUTIVE REPORT

Peter Walsh delivered the monthly CEO report and highlighted the following items:

- Luas Finglas Railway Order – An Bord Pleanála has requested responses, from TII, to the 46 submissions received in relation to the Railway Order application.
- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
[REDACTED]
- Employee Engagement Survey – 79% response rate.

9.0 HEALTH & SAFETY PERFORMANCE REPORT

Helen Hughes provided this report and provided an overview of its contents.

There have been no accidents involving staff. Four incidents were notified to CRR. Of the one live project there have been 100K hours worked with no incidents.

The Chairperson queried how we brief new contractors on issues we have seen over the previous years and Helen Hughes advised that a construction safety bulletin is routinely shared with the contractors and agreed to consider how new contractors could be briefed on TII's safety experience prior to work commencing.

(9.1) Mairead Darcy and Donal Dunne then presented on Luas Safety and outlined the Transdev SPAD reduction Action Plan. Overall performance for 2024 has been good from a safety perspective.

Members queried use of signage and were advised that signage is regularly audited and that there has not been an instance of two trams colliding for many years.

The Chairperson requested that should a D1 or D2 incident take place that he be talked through it and Donal Dunne confirmed he would do so.

10.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting held 28 January 2025 were approved.

11.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

Arising out of previous discussions on sponsorship, members queried research funding and how it is agreed and administered. It was **agreed** that a briefing would be provided to the Board in relation to such funding.

12.0 ANY OTHER BUSINESS

MINUTES 104th MEETING OF TII BOARD

ITEM

Members indicated that they would like to hear more on 1) ZEVI and; 2) the relationship between the Regional Roads Offices and TII, particularly with regard to who makes decisions on matters such as speed limits. The Chief Executive suggested that a case study might be the best way of demonstrating how the relationship works.

The Chairperson offered his thanks, and that of the Board, to the Director of Business Services, Audrey Keogh, for her efforts during the Chief Executive's recent absence.

13.0 PRIVATE BOARD DISCUSSION

The Board met after the conclusion of the meeting without the Executive or Secretary present.

Signed by _____

Chair

Date: _____