

MINUTES 99th MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	99
Location:	TII Offices, Parkgate Street, Dublin 8, with some contributions by video link (Teams)	Date held: 16 July 2024	Doc Revision: Approved

ATTENDEES

BOARD CHAIRPERSON	Gareth Llewellyn
BOARD MEMBERS	Aidan Skelly
	Mary O'Donovan
	AnnMarie Farrelly
	Damien Ó Tuama
	Des Kenny
	Peter Walsh (CEO)
	Colette Byrne
	Sadhbh O'Neill
	Michael Wall
	Aebhric McGibney
	Patricia O'Shea
MEMBERS OF EXECUTIVE	Sandra McCarthy (Head of Governance and Legal, Secretary Designate)
	Marie Mulvany (Executive Assistant)
	Audrey Keogh (Director of Business Services, Interim Secretary)
PRESENTERS	Tony Redmond (Director of Corporate Services) – <i>Item 3.1</i>
	Sandra McCarthy (Head of Governance & Legal, Secretary Designate) – <i>Item 3.2</i>
	Liam Desmond (Head of Tolling) – <i>Item 3.3</i>
	Martina Curran (Assurance & Performance Reporting Manager) – <i>Item 3.4</i>
	Peter Walsh (Chief Executive Officer) – <i>Items 3.5 & 6</i>
	Mark Nolan (Financial Controller) – <i>Item 4</i>
	Geraldine Fitzpatrick (Head of Roads Capital Programme) - <i>Item 4</i>
	Paolo Carbone (Head of Public Transport Capital Projects) – <i>Item 5</i>
	██████████ (PWC) – <i>Item 5</i>
	██████████ (PWC) – <i>Item 5</i>
	Claire Carbery (Communications & Engagement Manager) - <i>Item 7.1</i>
	Seán O'Neill (Director of Corporate Communications) – <i>Item 7.2</i>
	Rachel Donnelly (Corporate Risk Manager) – <i>Item 8</i>
	Reddy Morley (Head of Rail Safety & Occupational H&S) – <i>Item 9</i>

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1.0 CONFLICTS OF INTEREST

No conflicts of interest were declared.

2.0 COMMITTEE UPDATES

Infrastructure Committee

The Committee Chair advised the Board of the following matters discussed by the Committee:

- The Infrastructure Committee of the Board reported on three presentations that it received in July on: 1) Cycle Route Uptake and Scenario Estimation (CRUSE) – Is a demand model tool developed for TII to support strategic cycle network planning and to contribute to road safety obligations; 2) PROJECT MOVE (Mobility and Outdoor Value Estimates)– Is a collaborative research project between TII and Fáilte Ireland to develop a national method for monitoring and evaluating Ireland's greenways; 3) TII's 2024 Pavement Condition and Key Performance Indicators Report.

3.0 GOVERNANCE/LEGAL/RISK UPDATE & REPORTS

(3.1) The Board **noted** the contracts valued over €50K executed by TII in June 2024. It was presented by Tony Redmond.

(3.2) Sandra McCarthy presented to the Board on a review of the Board's obligations in relation to approving Preliminary Business Cases.

[REDACTED]

[REDACTED]

[REDACTED] **Agreed** by the Board that TII's Code of Practice should be adjusted to include a requirement that approval of a PBC be added to the matters reserved for decision of the Board.

The matter of contract approvals was then briefly discussed, and it was **agreed** that the ARC will take this in September.

(3.3) Board Approval of eFlow Sponsorship 2024 was taken under item 7 in order to first allow for consideration of the Communications Strategy Report. Members queried the nature of the proposed recipient organisation and noted the importance of having TII branding associated with any such sponsorship.

(3.4) Martina Curran provided the Strategic Activities Quarter 2 update and noted that of the 56 activities, 12 are delayed. Members observed that it can sometimes be difficult to see the reason for a change made and requested that further clarity be provided. The Chairperson expressed appreciation to the Executive for noting what is not going well.

(3.5) Peter Walsh presented details of the proposed National Cycle Network arrangements for **noting**. Legal advice has been requested on the vires of the role that TII has been requested to take on in the letter received from the Department of Transport dated 20th June 2024. Peter confirmed that TII is positively disposed towards taking on this role and members expressed support.

4.0 FINANCIAL PERFORMANCE MONTHLY REPORT

Mark Nolan presented the report and the report was noted.

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5.0	PRESENTATION: METROLINK GOVERNANCE UPDATE
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6.0	CEO MONTHLY REPORT
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Peter Walsh delivered his monthly CEO report.

A number of matters in the report were highlighted and the Chief Executive informed the Board that the Minister for Transport is due to join a scheduled call with the newly appointed MetroLink Programme Director, Sean Sweeney this month.

On the issue of road deaths reported in the balanced scorecard, Members asked if it would be possible to receive disaggregated results for the different classes of roads, even as a once off. The Chief Executive confirmed that this can be provided and can be broken down even further if required.

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Members observed that it would be good to have presentations to the Infrastructure Committee or the Board on:

- the Draft National Planning Framework
- future luas lines (luas 2050)
- The National Cycle Network/Active travel update

7.0 COMMUNICATIONS

(7.1) Claire Carbery provided the Communications Strategy Report.

The first messaging workshop has taken place. Goals include creating awareness and understanding of value TII has as an organisation. Need to ensure staff are motivated and want to attract staff too. Implementation Plan including budget to be developed over the coming months with a view to having it ready by October.

Members observed that other threats are policy reversal/conflict and misinformation. Policy being particularly important to an infrastructure organisation like TII.

Members further observed that brand clarity is important for TII from a customer, employee and funding perspective.

The Chairperson noted social media is a quick, easy and cost-effective way of improving profile and how other organisations have started cross posting.

Members suggested that TII could liaise with the senior communications team in the Department.

Following presentation of this report, the eFlow Sponsorship 2024 matter noted at 3.3. above was taken. Sandra McCarthy confirmed that there is a TII Corporate Sponsorship Policy & Procedure in place and provided a general overview of this document including the various stages in the approval process.

The Board **approved** this sponsorship subject to Audrey Keogh confirming that the necessary financial checks are in place.

(7.2) Seán O' Neill provided the TII Media Update.

A number of matters were highlighted including:

- Luas trams tender and Adare bypass are receiving some media attention.
- Listowel bypass – The Taoiseach will be attending the opening. Date to be confirmed soon.
- Greenways – Working on getting feature pieces on people changing their views.

8.0 PRESENTATION: ENTERPRISE RISK REGISTER OVERVIEW

Rachel Donnelly presented to the Board.

The Chairperson observed that, whilst the ARC will see it more often, it is important that the Board consider the Enterprise Risk Register in its entirety at least once a year.

There are currently 323 active risks at corporate level and 253 at business unit level. Detail was provided on the top risks specifically Ent-1, Ent-5 and Ent-7(B). This latter risk has been the highest scoring risk since January 2024 but has moved into a stable position.

Ent-10, Ent-14(A) & (B), Ent-15 were also discussed, and it was noted that arising out of the last Enterprise Risk Committee meeting, Ent-15 may be split into parts A and B but this will be considered again at the September meeting of the Committee.

The Board **agreed** to the following proposed deep dives planned for 2024:

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- Ent-5 - September Board
- Ent-14(B) – October Board
- Ent -1 – November Board

The Chairperson queried whether Ent-14(B) is a true risk for TII noting that if TII is denied funding then it cannot deliver. The Chief Executive observed that the risk relates to a failure to adequately engage with DoT to insure that there is an understanding of the funding required to deliver in line with expectations..

9.0 HEALTH & SAFETY PERFORMANCE REPORT

Reddy Morley provided this report.

- TII Occupational Safety Update – No accidents involving TII staff.
- Luas operations – 6 incidents notifiable to CRR.
- Major Roads and Light Rail Construction Projects – No reportable lost time.
- Motorway maintenance operations - one reportable lost time accident.

10.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting held 25 June 2024 were approved.

11.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

12.0 ANY OTHER BUSINESS

- Appointment to External Board: The Board **approved** the appointment of Geraldine Fitzpatrick to the Board of the Irish Sustainability School.
- Members noted the recent enactment of the Road Traffic Act 2024 and the changes made by this recently introduced piece of legislation. Members would like to know more about TII's role and it's apparent veto over bye-laws in relation to the establishment of speed limit zones. TII is to look into this and revert.
- The Chairperson is to consider possible dates for an away day and revert to the Chief Executive and Board Secretary.
- The Board Secretary made Members aware of updates to policies for Board Members. The policies are available in the Governance & Risk platform on Decision Time. Members were requested to read the policies and advised that an acknowledgement will be required on login in advance of the next meeting of the Board. Members asked that they be shared by email and this was agreed.

13.0 PRIVATE DISCUSSION – CEO PERFORMANCE

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

Signed by _____

Chairperson

Date: _____