

# MINUTES 108<sup>th</sup> MEETING OF TII BOARD

## ITEM

<b>Subject:</b>	TII BOARD MEETING	<b>Meeting No:</b>	108
<b>Location:</b>	TII Offices, Parkgate Street, Dublin 8, with some contributions by video link (Teams)	<b>Date held:</b> 24 June 2025	<b>Doc Revision:</b> 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
	Peter Walsh (CEO)
APOLOGIES	Aidan Skelly
	Sadbh O' Neill
MEMBERS OF EXECUTIVE	Sandra McCarthy (Head of Governance & Legal, Secretary)
	Audrey Keogh (Director of Business Services)
	Marie Mulvany (Executive Assistant)
PRESENTERS	Declan Wylde (Head of Finance) – <i>Items 4.1 &amp; 7</i>
	Sean Sweeney (MetroLink Programme Director) – <i>Item 4.2</i>
	██████████ (MetroLink Task Order Lead – Director, Turner & Townsend) – <i>Item 4.2</i>
	Rachel Cahill (Director of Executive Office & Sustainability Lead) – <i>Item 4.3</i>
	Steve Brunell (MetroLink Chief Performance & PMO Officer) – <i>Item 4.4</i>
	Peter Walsh (Chief Executive) – <i>Items 5 &amp; 6</i>
	Geraldine Fitzpatrick (Head of Roads Capital Programme) – <i>Item 5</i>
	Declan Keenan (Senior Transport Planner Active Travel & Greenways) – <i>Item 5</i>
	Paolo Carbone (Head of Public Transport capital Projects) – <i>Item 8</i>
	David Weldon (Head of Light Railway Dublin Metropolitan Area) – <i>Item 8</i>
	Helen Hughes (Director of Professional Services) – <i>Item 9</i>

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Mairead D’Arcy (Senior Safety Specialist Rail & Occupational Safety) –  
*Item 9.1*

Donal Dunne (Luas Operations Manager) – *Item 9.1*

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### 1.0 PRIVATE BOARD DISCUSSION

The Board met prior to the meeting without the Executive or Secretary present.

### 2.0 CONFLICTS OF INTEREST

No conflicts of interest were declared.

### 3.0 COMMITTEE UPDATES

#### Infrastructure Committee (IC)

In the absence of the Committee Chairperson, the Board Chairperson advised the Board that the following three papers were presented to the IC:

- 1) MetroLink – It was pointed out that the timing of the issuing of reports to the Board and IC had still to be adjusted to ensure that the IC receives up to date information. [REDACTED]  
[REDACTED]  
[REDACTED]
- 2) TII National Road Design Standards – The IC was informed that TII's standards are used by Local Authorities in respect of the National Road Network and that TII further publishes technical guidelines for national roads, greenways and light rail. This very good presentation outlined how the governance structure works and how research is commissioned.
- 3) Motorway Duct Access Agreements – The presentation outlined TII's role in ensuring that access to ducts and sub-ducts comply with the Gigabit Infrastructure Act. [REDACTED]  
[REDACTED]  
[REDACTED]

#### Audit & Risk Committee (ARC)

The Committee Chairperson advised the Board of the following matters:

- The ARC had a lengthy discussion on the Enterprise Risk Register [REDACTED]  
[REDACTED]
- Proposed changes to TII's Risk Appetite Statement to integrate MetroLink were considered and are being recommended to the Board. [REDACTED]  
[REDACTED]
- TII's 2024 Financial Statements and 2024 Governance Statement were presented to the ARC and are being recommended to the Board for approval.
- An Internal Audit Update was received, and the ARC was introduced to [REDACTED] of Sumer NI, the new external Head of Internal Audit.
- Information Security Update and Reports were received. [REDACTED]  
[REDACTED]  
[REDACTED]
- The ARC reviewed its effectiveness. Some areas identified Checklist of Effectiveness to be further considered with the assistance of the Head of Governance & Legal.

### 4.0 GOVERNANCE & LEGAL UPDATE

(4.1) The Head of Finance, Declan Wylde, presented the TII 2024 Financial Statements and Governance Statement for approval. The Chairperson observed that the ARC had already been through the Statements and the Chairperson of the ARC confirmed that only minor changes were required. Declan Wylde noted that he spoke with the auditors on Monday 23rd June and they are under pressure arising out of staffing issues which has caused some delays. The Chairperson therefore suggested that the Board approve the Statements as presented subject to there being no material change arising out of the auditors' reported view that a clean audit report will issue. This was agreed by the Members and the TII 2024 Financial Statements and Governance Statement were **approved**. The Chairperson thanked Declan Wylde and noted that huge credit was due to him and his team for getting to this point.

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(4.3) Rachel Cahill presented on TII MetroLink Integration Policies and took the Members through the Board paper [REDACTED]

■■■■ TII corporate policies/guidelines have been identified as part of the initial TII/ML integration project. TII's Corporate Services Division is commencing a new initiative to review, streamline and amalgamate these into a TII Corporate Handbook. Where required, the MetroLink Division will continue to develop MetroLink specific policies and guidelines. Crossover/interface with existing TII policies and guidelines will be managed as part of the TII Corporate Handbook project.

members expressed the view that the Corporate Handbook would be fundamental. Members also queried whether there was a need for two different policies in certain instances given that Metrolink is a TII project and were advised that whilst single TII-wide policies should be the starting point, as the project progresses Metrolink-specific policies may be necessary.

\_\_\_\_\_

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The Board **approved** the proposed changes to TII's Risk Appetite Statement.

### 5.0 PRESENTATION: BARRIERS TO DELIVERY PRESENTATION AS ISSUED TO ACCELERATING INFRASTRUCTURE TASKFORCE ON 10 JUNE 2025

Peter Walsh, Geraldine Fitzpatrick and Declan Keenan presented.

The Chief Executive provided the background to this presentation which was initially prepared for the purposes of a workshop organised by the Accelerating Infrastructure Task Force of the Department of Public Expenditure, Infrastructure, Public Service Reform and Digitalisation.

Declan Keenan provided an overview and highlighted matters including: 1) Demographics Context; 2) 'The Policy Landscape'; 3) The 'Planning System'; 4) The 'Appraisal & Approval System'; 5) Potential Solutions for the Appraisal System (including possibly collapsing review layers); 6) Resourcing issues; 7) Regulatory Issues; and 8) Outlook for the future.

Consideration was also given to what can TII deliver (2025-2027) and (2027-2030) and how it might be assisted. [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

### 6.0 CHIEF EXECUTIVE REPORT

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

- MetroLink – Engagement with industry has been postponed following discussions with the Department. Currently scheduled for September. Fiona Ross has been appointed as MetroLink Programme Steering Committee Chair with [REDACTED] applications received for remaining Steering Committee positions.
- Galway Ring Road – This project is progressing to public consultation again.
- National Road Surface Pavements – The Chief Executive has written to the Department following last month's report.
- Joint Committee on Infrastructure & NDP Delivery – The Chief Executive and Geraldine Fitzpatrick attended together with officials from NTA and the Department of Transport.
- Existing Infrastructure – On the Alternative Fuels Programme, the Light Duty Vehicles Phase 3 scheme deadline was extended to 18<sup>th</sup> June to accommodate ongoing interest and allow LDV2 to conclude.
- Alternative Fuels Data Office – This is now operational.
- Stakeholder Engagement & Market Surveillance - TII is not a market surveillance authority but is a competent authority for certain products and materials.

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- Light Rail Network Management – A Luas Land Ownership Working Group has been established to determine what is owned and what is not.
- Light Rail New Enhanced Services – The new timetable is producing very good results so far.
- Luas Operations & Maintenance Contract Procurement – Tender submission date has been extended.
- Department of Transport ‘Moving Together’ policy - TII has a meeting this week with Department of Finance.
- M50 eflow Toll Operation – New website and app. Launching end June 2025.
- Department of Housing, Local Government and Heritage – Letter received seeking a secondee. Although short of resources, TII could not refuse in a national emergency and agreed to secondment.
- Cost of Business Advisory Forum – TII’s Head of Project Services, Anthony Duffy, will represent TII at this forum established by the Department of Enterprise, Tourism and Employment.
- One MIS – [REDACTED]  
[REDACTED]
- Internal Audit – The new auditors are now in place and the Chief Executive offered his thanks to the ARC and the Board for their assistance in making this change.

[REDACTED]  
[REDACTED]

### 7.0 FINANCIAL PERFORMANCE MONTHLY REPORT

Declan Wylde provided this report [REDACTED]

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

### 8.0 PRESENTATION: LUAS FINGLAS – ACCELERATING A VITAL LINK FOR DUBLIN

Paolo Carbone and David Weldon presented.

The Railway Order application was lodged in November 2024 and TII has responded to the submission made. An Bord Pleanála (‘ABP’) has confirmed that there will be no oral hearing, but consultees were given until 12<sup>th</sup> June to respond to TII’s responses. ABP has indicated that a decision will be made by 30<sup>th</sup> September next.

Key aspects of the Luas Finglas project were outlined including: 1) Vision & Strategic Context; 2) Accelerated Delivery Programme; 3) Key Activities & Procurement Milestones; 4) De-risking & Stakeholder Confidence; 5) Governance & Approvals and; 6) Summary & Next Steps.

[REDACTED]  
[REDACTED]  
[REDACTED]

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### 9.0 HEALTH & SAFETY PERFORMANCE REPORT

Helen Hughes provided this report and highlighted the following items:

- TII Occupational Safety Update - No accidents involving TII staff.
- Luas Operation – 5 incidents notifiable to the Commission for Railway Regulation ('CRR').
- Major Road & Light Rail Construction Projects – No reportable lost time accidents recorded on projects where TII is the client.
- Motorway Maintenance & Renewals Contracts – No reportable lost time accidents.

(9.1) Donal Dunne and Mairead D'Arcy presented on Luas Network Management

Mairead Darcy detailed the reportable incidents for the year to date confirming a total of 10, with 6 being SPADS, 3 involving contact with a person and 1 involving contact with a vehicle.

Donal Dunne pointed out that the number of SPADS is down from 2024 when the number was 8 and then provided details of an incident that took place in Phibsborough in April 2025. This was a D1 SPAD involving Tram 4006, although there was no actual danger to the public. The Chairperson observed that the difference between this being a D1 and D2 SPAD was that there was nobody there and queried whether there was any in cab observation. Donal Dunne advised that this is not available on the current fleet, but it is anticipated that it will be in future and pointed out that this incident was self-reported.

The Chairperson noted the need to encourage a culture of self-reporting especially where we do not have monitoring technology and wondered what can be done to make sure it does not happen again. Donal Dunne stated that this incident is still being investigated but the hope is that the new timetable will help prevent incidents of this kind as drivers will not be trying to keep up with the timetable as much.

Members queried how in an incident involving wing mirrors, one had to go home but the other tram could proceed and were advised that it depends on the driver's assessment. If damage is very minor, the tram can proceed.

The Chairperson observed that any system that puts matters such as this in the hands of humans is destined to fail and that consideration of measures beyond timetabling is required. He also asked that the report be shared with him and Donal Dunne agreed to share both the report and the other related documents, noting that this has already been shared with the CRR. The Chairperson thanked Donal Dunne for coming in and for being so open observing that the more open we are, the better the chance we have of resolving any issues.

### 10.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting held 27 May 2025 were approved.

### 11.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

### 12.0 ANY OTHER BUSINESS

The July meeting of the TII Board Meeting will take place at the Motorway Operation Control Centre and will be at a later time. A tour of centre will be available. The Minister for Transport will be joining the meeting and it is also intended that the incoming TII Chief Executive, Lorcan O' Connor, will attend, likely at the same time as the Minister.

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

Chair

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