

MINUTES 49th MEETING OF TII BOARD

ITEM

1.0 CONFLICTS OF INTEREST-

The Chairman advised the Board that Goodbody is Corporate Finance advisor to both Dublin Port and Eirgrid. These companies are mentioned in the Capital Projects report, although it was noted that no Board decision arises to which these interests might be relevant.

2.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting held 10th December 2019 were approved.

3.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

4.0 COMMITTEE UPDATES

Audit and Risk Chair

The Chairman reported that the following matters were before the Committee:

- The ARC engaged in training in January facilitated by Ernst and Young.
- An updated ARC work programme for 2020 will be presented at the February meeting.
- The Internal Audit Plan was approved with minor amendments and a request for feedback.
- The Risk Management Plan, Risk Management Policy, and Risk Appetite Statement were approved with a minor suggested amendment for the Board to consider regarding the frequency of review by the Board of the Enterprise Risk Register.
- Amendments to the Code of Practice as part of the annual review were approved.
- The ARC received an update on levies under Section 49 of the Planning Act 2000.

Strategy Chair

The Chairman reported that the following matters were considered by the Committee:

- Service area strategy – a public consultation has taken place.
- Lay-by policy – the Committee requested a survey of the usage of of lay-bys within 10km of a service area.
- Service Area Signage Policy was discussed.

5.0 CHIEF EXECUTIVE REPORT AND SUB REPORTS

The Chief Executive presented his report to the Board which included the following sub reports;

- Capital Programme
- Commercial Operations
- Network Management – Roads
- Business Services
- Professional Services
- Corporate Services

Peter Walsh addressed the Board on the upcoming opening of the New Ross Bypass.

Pat Maher addressed the Board on the accommodation of high voltage electric cables along the national road network and on air quality matters previously raised as a matter of concern by the Board.

Helen Hughes addressed the Board on the recent fatality near Charlemont stop.

The Board noted the following performance or risk issues in the CEO's report, along with actions or mitigations arising:

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	Project / Programme /Operation	Material Changes, Performance or Risk Issues	Actions/Mitigations
	MetroLink	91 organisations attended the market consultation in City Hall in November 2019. 47 completed questionnaires were submitted.	TII is reviewing responses and will finalise a procurement strategy in March 2020.
	MetroLink	The MetroLink team will require a project management office.	TII is scanning internationally to identify a suitable solution for project requirements.
	Luas Finglas	Approval of the Emerging Preferred Route by NTA is expected in February	Non-statutory public consultation to commence in Q2 2020
	M20 Cork to Limerick	The Project Steering Committee has decided that only the N20 corridor options should be progressed through the next stages of consultation, appraisal and assessment.	DTTAS Strategic planning unit must be on board with this before we move too far forward. TII to document consideration of all rational alternatives before we submit to ABP.
	M21/Limerick/Adare/Foynes	The project team is working on a proposal for TII consideration to commence work on the design and tender process during the planning phase.	If this approach is successful TII will consider this as a template for other suitable projects to reduce time lost in design and tender after the planning process has completed.
	Safety	There were no reportable accidents in the period.	
	N11/M11 Junction 4 to Junction 14 Improvement Scheme	The National Development Plan identified a narrower scheme than set out in the Transport Strategy for the Greater Dublin Area and the original scheme brief. The scheme is now limited to Junction 4 to Junction 8 for progression through pre-appraisal and early planning.	A statement has been added to the project website to clarify that any delivery project brought forward during the term of the NDP will be confined from Junction 4 to Junction 8.
	Luas Operations	Passenger Operations were suspended on 27 th December due to failure of a power cable. Subsequent investigations revealed a discrepancy between as built drawings and actual layout.	An audit of as-built drawings is now required to assess the level of discrepancy and to ensure that this does not pose an ongoing issue.
	Luas Operations	Operating performance deteriorated in the latter half of 2019. A major factor is the unreliability of an aging fleet of 401s on the red line.	A major focus of the new O&M contract will be measures to address the performance of the fleet by Transdev. We are investing more under the contract to address this issue.

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Accommodation of high voltage electric cables in National Roads	There is increased demand for access to the national road network to facilitate high voltage electric cables.	Some of the traditional assumptions regarding road network cannot continue. [REDACTED] [REDACTED] There are real challenges for TII, on specific proposals and on a broader basis. [REDACTED] [REDACTED] [REDACTED]
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6.0 GOVERNANCE AND LEGAL UPDATE

1. The Board **approved** the amendments to the Treasury Policy.
2. The Board carried out its annual review of the Code of Practice, as a reserved function, and **approved** the amendments put forward by the Secretary.
3. The Board **approved** the Audit and Risk Committee terms of reference.
4. The Secretary reminded Board Members of the January deadline for completion of SIPO declarations and the requirement to submit nil declarations if applicable.
5. The Board **approved** the Risk Management Plan, Risk Management Policy and Risk Appetite Statement with a minor amendment to the Plan to require that the Board shall regularly review the Enterprise Risk Register (ERR) and shall formally review the ERR no less than twice annually.
6. The Board discussed close out of Enterprise Risks and agreed that a review of the ERR shall occur in or around June annually to address close out of risks from the preceding year.
7. The Secretary updated the Board on renewal of corporate insurance policies. Policies rolled to January to facilitate the renewal process and the CEO will now sign an updated declaration in respect of claims. Members **confirmed** that they are not aware of any circumstances which might give rise to claims under TII policies since confirmations were sent to the Secretary in December.
8. The Secretary updated the Board on the progress of the PAS campaign to appoint four new Members. The deadline for applications is 6th February.

7.0 TII SAFETY AND HEALTH REPORT

The Board noted the report.

8.0 TII BUSINESS PLAN END OF YEAR PERFORMANCE REPORT

The Board noted the report.

9.0 TII LEARNING AND DEVELOPMENT REVIEW OF 2019 REPORT

Orla Mulqueen presented the report to the Board.

10.0 ANY OTHER BUSINESS

None.

11.0 PRIVATE BOARD DISCUSSION

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED].

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Signed by _____

Chairman

Date: _____