

MINUTES 56th MEETING OF TII BOARD

ITEM

	Before the meeting commenced the Chairman noted that this was Michael Nolan’s last meeting as CEO. The Chairman and Board Members thanked Michael Nolan for his service to TII.
1.0	CONFLICTS OF INTEREST-
	None.
2.0	MINUTES OF PREVIOUS BOARD MEETING
	The Minutes of the previous Board meeting held 21 st July 2020 were approved.
3.0	MATTERS ARISING
	The progress of Matters Arising was noted by the Board.
4.0	COMMITTEE UPDATES
	<p><u>ARC Chair</u></p> <p>The Chairman reported that the following matters were considered by the Committee:</p> <ul style="list-style-type: none"> Engagement with the Comptroller and Auditor General (CAG) – CAG attended the morning meeting of the ARC. TII will receive a clean audit report and the CAG representatives were very complimentary of their engagement with the executive as part of the audit process. CAG is preparing a report on PPP lessons learned and TII will have an opportunity to comment on the draft report. The Committee reviewed eight internal audit outputs, including a piece on TII Standards and consultancy reports on CAS and DPS. The Committee will be looking at the audit recommendations tracker at the meeting in December and Brexit will be back on the agenda in the context of Data Protection. The Board Chairman asked that an update be brought back on progress made by our data processors in moving data out of the UK. <p><u>Strategy Chair</u></p> <p>The Chairman reported that the following matters were considered by the Committee:</p> <ul style="list-style-type: none"> Weigh in Motion (WIM) Strategy – Ireland is required to transpose the EU directive by May 2021. TII has been undertaking a pilot study since 2014 at six locations. This pilot informed the WIM Strategy which includes the installation of WIM sensors at 20 sites over the next five years at an estimated total cost of €5m. Sustainability – TII’s Sustainability Implementation Plan is in development. A first draft is expected by the end of October. Statement of Strategy – The DOT has requested a few minor changes, which are being addressed, and it is expected that the SoS will be signed off in the near future. Major Road Projects Active List – A booklet of all Major Road Projects which are currently active has been produced. The Strategy Committee commended the document and endorsed the provision of it to DoT and subsequent publication on the TII website. A similar report is being prepared for Public Transport Projects.
5.0	CHIEF EXECUTIVE REPORT AND SUB REPORTS
	<p>The Chief Executive and Directors presented the CEO report to the Board which included the following sub reports;</p> <ul style="list-style-type: none"> Capital Programme Commercial Operations

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- Network Management – Roads
- Business Services
- Professional Services
- Corporate Services

In addition to the usual reports Sean O’Neill updated the Board on recent media activity.

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

Project / Programme /Operation	Material Changes, Performance or Risk Issues	Actions/Mitigations
MetroLink	The terms of reference for the expert panel have been changed to enable the panel to fulfil the role of challenger rather than advisor. Three members have stepped down to remove any question of conflict arising out of the amended TORs. Ernst & Young has joined the team looking at the Business case.	The Chairman requested that elements of the Business case be brought to the Board in October. It is likely that a separate Board meeting will be required to review the Business Case.
Safety	There was one reportable accident in the period.	
M28 Cork to Ringaskiddy	The High Court heard the application for leave to appeal on 21 st September.	A decision of the High Court is unlikely to be available before the end of the year.
Luas Operations	Patronage has shown only minor growth since early August remaining at 40% of pre-COVID levels on weekdays and 50% at weekends. The return of schools and universities is expected to result in an increase in patronage figures.	TII will continue to closely monitor patronage figures to ensure that the recommended capacity is not exceeded. Signs have been put up in carriages to remind customers of the requirement to leave windows open and the requirement to wear masks is being enforced. TII continues to engage with other operators around cleaning systems and solutions.
Public Consultations	Public consultations took place on a number of projects over recent months.	All appropriate measures are being taken to comply with recommendations made in respect of COVID-19. Consultations have been a mixture of virtual presentation and live events with appropriate distancing and other measures in place.
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	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>
	<p>Spare parts for Light Rail Vehicles (LRVs)</p>	<p>Operational performance in periods 6, 7 & 8 was severely impacted by the lack of availability of LRVs resulting in only 97% of scheduled service kilometres, on average, operating in this period. This is attributable to the lack of availability of spare parts due to COVID related supply chain issues.</p>	<p>The supply chain issues are resolved. Transdev is in the course of recruiting 7 additional LRV technicians and it is estimated that it will take 2 to 3 months before operations at contract levels are restored.</p>
	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>
	<p>July stimulus and VAT implications</p>	<p>Toll operators are not obliged to pass on the recent 2% VAT reduction to customers.</p>	<p>Following communication with TII all toll operators have agreed to pass on the reduction where the rounding calculation resulted in a reduction in the toll rate. The Board requested that Sean O’Neill should be fully briefed in order to address any questions.</p>
	<p>[REDACTED]</p>	<p>[REDACTED]</p>	<p>[REDACTED]</p>
	<p>Recent severe rainfall events</p>	<p>Recent weeks have seen severe rainfall events in the south-west and west. Flooding occurred at some locations where the capacity of culverts was insufficient to deal with the volume of water.</p>	<p>TII is working with the OPW and Cork County Council to address any culvert capacity issues that have been identified.</p>
	<p>Accommodation of power cable in public road</p>	<p>Meetings will take place monthly between Eirgrid,</p>	<p>The Board asked that an update be brought to the</p>

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		ESBN and TII. [REDACTED] [REDACTED] [REDACTED]	December meeting [REDACTED] [REDACTED] [REDACTED] [REDACTED]
6.0	GOVERNANCE AND LEGAL UPDATE		
	<ol style="list-style-type: none"> 1. The Board received a presentation from the CEO, SMT and Head of Governance & Legal on the TII Enterprise Risk Register. The Board and the Chairman of the ARC participated in a full review of the register in line with the requirements of TII's Risk Management Policy and Plan. A full hour was given to this review. 2. The Board approved the revised Board terms of reference and asked the Board Secretary to confirm that all Board meetings held during COVID restrictions have been fully compliant with all governance requirements. The Board confirmed that the October meeting should be held remotely in line with prevailing guidelines. 3. The Board noted the award of the technical advisory services for the N24 Waterford to Cahir Scheme by Kilkenny County Council to Ove Arup, in line with the requirements of the Approval Thresholds for Contract Award and Change Control. 4. The Board approved the proposed Board meeting dates for 2021. 5. The Board approved the removal of Michael Nolan as a signatory on TII bank accounts and the substitution of Peter Walsh as incoming CEO. 6. The Board noted that delegations by the CEO and SMT to cover COVID related absences have been extended until 1st October and will be reviewed after that date. 		
7.0	TII SAFETY AND HEALTH REPORT		
	<p>Helen Hughes took the Board through the report. Helen is to revert to the Board with further details of the system crash referred to in the report.</p> <p>The Board approved the TII Policy for Safety, Health and Welfare at Work 2020 with the substitution of Peter Walsh in place of Michael Nolan.</p>		
8.0	PRESENTATION: 2020 ANNUAL PLAN AND BUDGET FRAMEWORK – FORECAST OUTTURNS		
	Anthony Duffy, Geraldine Fitzpatrick and Peter Walsh presented to the Board.		
9.0	2021 ANNUAL PLAN AND CORPORATE BUDGET DRAFT FRAMEWORK – FOR APPROVAL		
	Anthony Duffy, Geraldine Fitzpatrick and Peter Walsh presented the draft framework for approval. The Board approved the draft framework.		
10.0	PRESENTATION ON LUAS PEDESTRIAN CROSSINGS AT HIGH SPEED LOCATIONS		
	Helen Hughes presented to the Board. Helen is to consider the potential interaction of visually impaired pedestrians with the changes proposed. Reddy Morley will be asked to consider the trade-offs of lower speed safety against timetabling and Helen will revert to the Board.		
11.0	ANY OTHER BUSINESS		
	None		
12.0	PRIVATE BOARD DISCUSSION		
	None		

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Signed by _____

Chairman

Date: _____