

MINUTES 63rd MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	63
Location:	Meeting hosted via audioconferencing in line with government restrictions arising from COVID-19	Date held: 27 April 2021	Doc Revision: Approved

ATTENDEES

BOARD CHAIRMAN	Cormac O'Rourke
BOARD MEMBERS	Joe O'Mahony
	Seamus Neely
	Aebhric McGibney
	Mary O'Donovan
	Patricia O'Shea
	Damien Ó Tuama
	Des Kenny
	Aidan Skelly
	Peter Walsh (CEO)
	Colette Byrne
ARC CHAIRMAN	Aidan Horan <i>for Item 4</i>
MEMBERS OF EXECUTIVE	Edel McCormack (Head of Governance and Legal)
	Marie Mulvany (Executive Assistant)
	Audrey Keogh (Director of Business Services)
	Rachel Cahill (Head of Executive Office)
PRESENTERS	Robert Desmond (TII Commercial Lawyer) – <i>Item 9</i>
	Helen Hughes (Director of Professional Services) – <i>Item 7</i>
	Seán O'Neill (Director of Communications) – <i>Item 5</i>
	Cathal Masterson (Director of Commercial Operations) – <i>Items 6 & 9</i>
	Nigel O'Neill (Director of Capital Programmes) – <i>Item 6, 9 & 10</i>
	Donal Dunne (Luas Operations Manager) – <i>Item 7</i>
NOTE	It is noted that Peter Walsh left the meeting at 12:15 to attend the Joint Oireachtas Committee on Transport. He re-joined the meeting at 14:30.

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1.0 CONFLICTS OF INTEREST-

Patricia O'Shea reminded the Board of her role with daa in relation to Metrolink. Damien Ó Tuama noted that he will be attending a session on NIFTI later in the week in his capacity as cycling advocate. Aebhric McGibney also noted his role with the Dublin Chamber of Commerce in the context of NIFTI. It was noted that no decisions relevant to any of these interests were on the agenda of the meeting.

2.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting 23rd March 2021 were approved with one minor amendment to item 11. The words majority of members is to be replaced with three sevenths of the members.

3.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

4.0 COMMITTEE UPDATES

Strategy Committee:

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

- Asset Management Strategy – TII has an asset base valued at €31 billion. IMF 2017 Report outlined need for comprehensive asset survey. Inventory was carried out in 2019, compiled from a number of data sets. The asset valuation is based on gross replacement cost. Asset Management Strategy is to ISO 55000. KPIs have been developed to measure efficiency of TII's asset management.
- Geographical Information System (GIS) – GIS maps assets around the country. Effective information management supports effective decision making and allows TII to manage asset lifecycles. A timetable and road map to the end of 2022 was presented to the Committee.
- NIFTI – This is out to public consultation based on forecast population growth to 2040. Ten key priorities are set out, supporting the National Planning Framework and ensuring that all strategies in transport align with the National Development Plan. TII is on the NIFTI Steering Committee.

Audit and Risk Committee:

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

- The Committee reviewed the Enterprise Risk Register. A deep dive is planned for the June meeting based on a risk to be notified by the Chairman.
- The annual audit by the Comptroller and Auditor General (CAG) is ongoing. CAG will attend the September meeting.
- Audit update – A new external service provider is in place. There are no concerns about lack of capacity and some contingency has been built in.
- ICT updates – Following a recent phishing simulation exercise some staff received further training on ICT security.
- The Committee received a presentation on the mobilisation of the tolling contract to the new operator.

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5.0 TII 2020 ANNUAL REPORT TEXT (FOR APPROVAL)

The Board approved the draft text subject to inclusion of thanks to the former CEO, Michael Nolan. Consideration is also to be given to inclusion of further detail under the heading of Sustainability on the wider global picture on carbon figures.

Sean O’Neill briefed the Board on Communications activities in the past month.

[REDACTED]

6.0 CHIEF EXECUTIVE REPORT AND SUB REPORTS

The Chief Executive presented the CEO Report to the Board which included the following sub reports;

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

Nigel O’Neill presented the Capital Programmes Quarterly Report. Going forward, Nigel will provide a reading guide at the outset of the report to highlight essential reading.

Audrey Keogh is to provide a note on the TII VAT position to the Board.

The Board requested a presentation on the National Transport Model.

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
Joint Oireachtas Committee	Peter Walsh updated the board on his scheduled appearance before the Committee to discuss proposed changes to legislation to support variable speed limits.	
Green Line Capacity Enhancement	All of the eight new LRVs and all of the 26 extended LRVs are now in service.	The Chairman and Board noted the excellent commitment of staff on this project and asked that this be conveyed to the team.

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	N6 Galway City Ring Road	ABP has advised Galway Co.Co. that a date for decision has been moved out to 25 June.	
	LUAS Covid-19 Patronage and Capacity Restrictions	Patronage has increased slightly to around 35,000 passenger journeys per weekday, 25% of pre-Covid levels. The full timetable was restored on 14 April.	This is being continuously monitored as restrictions are lifted.
	Safety	There was one reportable accident in the period.	Details were provided to the Board
	Anti-Social Behaviour	Anti-social behaviour for the first two periods of the year showed an increase of 17% compared to 2020 figures. Vandalism showed a decrease of 6%.	TII and Transdev are planning a temporary increase in security presence on board Red-Line trams to coincide with the lifting of restrictions.
	[REDACTED]	[REDACTED]	[REDACTED]
	[REDACTED]	[REDACTED]	[REDACTED]
	Winter Operations	Salt usage to date this season is approximately 30% above the five year average. Winter season finishes on 30 April.	Following the end of winter season, a salt reconciliation exercise will be undertaken to determine the level (if any) of cross usage of national road stocks on regional and local roads. TII will communicate with DOT as necessary.
	Brexit	No congestion has arisen at Dublin Port and there has been no incidence of disruption to Dublin Tunnel traffic arising from port operations.	It has been agreed with the DOT that the lease arrangement with daa for the Blue carpark, should be extended by a further 6 months.

7.0 TII SAFETY AND HEALTH PERFORMANCE REPORT

Helen Hughes presented the report to the Board [REDACTED]
 [REDACTED] Donal Dunne, Luas Operations Manager, addressed the Board in relation to a safety incident

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	at Suir Road in January 2021. [REDACTED] [REDACTED]
8.0	PRESENTATIONS ON THE ROLE OF NTA AND INTERFACE WITH TII
	Robert Desmond and Cathal Masterson presented to the Board. A query arose as to TII engagement on the revamp of the design manual. Cathal will revert on this.
9.0	PRESENTATION: NDP REVIEW
	Nigel O’Neill presented to the Board.
10.0	UPDATE ON CONTRACTUAL DISPUTES
	Nigel O’Neill presented the update to the Board.
11.0	GOVERNANCE & LEGAL UPDATES/RISK REGISTER
	<ol style="list-style-type: none"> 1. The Board reviewed the Enterprise Risk Register and noted new ENT 15 regarding the return to office/hybrid working. 2. The Board noted the Annual Business Plan Strategic Actions Tracker and Report for Q1 and approved the retirement of the outstanding 2020 actions on the basis that these have been subsumed into 2021 actions, deferred, completed or abandoned for sound reasons in changed circumstances. 3. The Board approved the Crisis Communication Protocol. 4. The Board approved the nomination of Noel Dunne to the Discovery Programme and to join the company and accept an appointment to the Board in due course, as set out in the memo of the Board Secretary. 5. The Board approved the appointment of Nigel O’Neill to a Project Board for a higher education PPP, as set out in the memo of the Board Secretary. 6. The Board deferred consideration of the Board Effectiveness Survey and Report to the May meeting. 7. The Board approved amendments to the Board Terms of Reference.
12.0	ANY OTHER BUSINESS
	None
13.0	PRIVATE MEMBERS DISCUSSION
	None.

Signed by _____

Chairman

Date: _____