

MINUTES 64th MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	64
Location:	Meeting hosted via audioconferencing in line with government restrictions arising from COVID-19	Date held: 25 May 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
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	Helen Hughes (Director of Professional Services) – <i>Item 6</i>
	Seán O'Neill (Director of Communications) – <i>Item 5</i>
	Cathal Masterson (Director of Commercial Operations) – <i>Items 5 & 7</i>
GUESTS	Colm Lynch (NDFA) – <i>Item 7</i>
	Eamonn O'Hanrahan (McCann Fitzgerald) – <i>Item 7</i>
	Niall Cussen (Office of the Planning Regulator) – <i>Item 9</i>

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1.0	CONFLICTS OF INTEREST-	
	Patricia O’Shea reminded the Board of her role with daa in relation to Metrolink. It was noted that no decisions relevant to this interest was on the agenda of the meeting.	
2.0	MINUTES OF PREVIOUS BOARD MEETING	
	The Minutes of the previous Board meeting 27 th April 2021 were approved. Clarification was requested on the reference to the National Cycle Manual at item 8.	
3.0	MATTERS ARISING	
	The progress of Matters Arising was noted by the Board.	
4.0	COMMITTEE UPDATES	
	<p><u>Strategy Committee:</u></p> <p>The Chairman reported that the following matters were considered by the Committee:</p> <ul style="list-style-type: none"> EY presented to the Committee on revenue forecasts and economic outlook, looking at three scenarios in a phased opening after Covid-19 (best case, worst case and expected impact on traffic flow and revenues). [REDACTED] The Committee received a presentation on the Innovation Strategy. The process was developed through a pilot. Staff groups submit ideas and these advance through a gated system. It is planned to embed the process over the next twelve months. [REDACTED] 	
5.0	CHIEF EXECUTIVE REPORT AND SUB REPORTS	
	<p>The Chief Executive presented the CEO Report to the Board which included the following sub reports;</p> <ul style="list-style-type: none"> Capital Programmes Commercial Operations Network Management – Roads Business Services Professional Services Corporate Services <p>Cathal Masterson presented the Commercial Operations Quarterly Report.</p> <p>The Board noted the following performance or risk issues in the CEO’s report, along with actions or mitigations arising:</p>	
	Project / Programme /Operation	Material Changes, Performance or Risk Issues
		Actions/Mitigations

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	Return to Office	TII offices remain open Tuesday to Thursday only.	The Return to Office Taskforce is preparing the Return to Office Plan, setting out the phased return to TII offices, in line with government guidelines.
	[REDACTED]	[REDACTED]	[REDACTED]
	LUAS Covid-19 Health Impacts and Measures	The numbers of Luas staff unavailable for work due to COVID has varied from 6 to 20 as several minor outbreaks were managed among staff.	Improved measures are in place to limit the impact of positive cases such as spill-over canteens and modified working practices.
	Safety	There was one reportable accident in the period.	Details were provided to the Board
	Anti-Social Behaviour	LUAS continues to face higher than normal levels of ASB. It is noted that similar issues are being reported by Irish Rail and Dublin Bus.	The CEO raises this issue with a Garda Assistant Commissioner as part of a regular catch-up meeting. Additional security measures are being actively considered as part of a recent plan submitted by Transdev. Such measures will be dependent upon NTA funding.
	LRV Availability	Red Line performance declined again during April as Transdev had problems achieving the peak vehicle requirement, particularly during the morning period. The cause of the issue is a difficulty in scheduling routine maintenance so it does not impact on service. This has been challenging while staff are absent due to COVID.	TII is working with Transdev to resolve this issue
	[REDACTED]	[REDACTED]	[REDACTED]

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	M50 EMOS Project	Works relating to this project are ongoing, including the development of the software control system.	The CEO attended a meeting of the Joint Committee on Transport and Communications on 27 April to address questions on the pre-legislative scrutiny of the Road Traffic (Miscellaneous Provisions) Bill.
	Brexit	No congestion has arisen at Dublin Port and there has been no incidence of disruption to Dublin Tunnel traffic arising from port operations.	At the request of the DOT the lease arrangement with daa for the Blue carpark has been extended to 30 September 2021. It may be necessary to extend the arrangement further as the UK is not yet implementing Brexit check at its Ports.
	[REDACTED]	[REDACTED]	[REDACTED]

6.0 TII SAFETY AND HEALTH PERFORMANCE REPORT

[REDACTED] At future meetings of the Board, TII managers will report on the performance of the MMaRC contractors, Luas operations, Construction and Occupational Health & Safety on a quarterly basis. The MMaRC contracts will be the focus of the report to the June meeting of the Board.

7.0

[REDACTED]

8.0 GOVERNANCE & LEGAL UPDATES


The Board discussed the report on the Annual Board Effectiveness Self-Assessment, required by the Code of Practice, which was completed via Survey Monkey in March, including the new questions for consideration under the Annex on Gender Balance, Diversity & Inclusion of September 2020. Suggestions made by Members were considered. The Chairman will consider including some short breaks over the course of the meetings as appropriate. Any suggestions for improvements to practices can be made to the Secretary at any time. It was noted that a number of new Board Members have joined during the year and are still familiarising themselves with practices. The results of the survey were generally favourable, in line with previous years.

In relation to the new Annex it was noted that the Minister has sole discretion in the appointment of Members to the Board and the Chairman keeps the Minister appropriately advised of Board composition and requirements.

9.0 PRESENTATION: OFFICE OF PLANNING REGULATION (OPR AND TII)

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	Niall Cussen of OPR presented to the Board. This was in the context of the overlap of interests in relation to urban planning, compact development, public transport and planning generally.
10.0	ANY OTHER BUSINESS
	
11.0	PRIVATE MEMBERS DISCUSSION
	None.

Signed by _____

Chairman

Date: _____