

MINUTES 71st MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	71
Location:	Meeting hosted via audioconferencing in line with government restrictions arising from COVID-19	Date held: 25 th January 2022	Doc Revision: Approved

ATTENDEES

BOARD CHAIRMAN	Gareth Llewellyn
BOARD MEMBERS	Joe O'Mahony
	Seamus Neely
	Mary O'Donovan
	Patricia O'Shea
	Damien Ó Tuama
	Des Kenny
	Peter Walsh (CEO)
	Colette Byrne
	Aebhric McGibney
APOLOGIES	Aidan Skelly
ARC CHAIRMAN	Aidan Horan – <i>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	Geraldine Fitzpatrick (Head of Roads Capital Programmes) – <i>Item 6</i>
	Seán O'Neill (Director of Communications) – <i>Item 6</i>
	Nigel O'Neill (Director of Capital Programmes) – <i>Items 5 & 6</i>
	Helen Hughes (Director of Professional Services) – <i>Items 5, 6 & 7</i>
	Pat Maher (Director of Network Management) – <i>Item 5</i>
	Cathal Masterson (Director of Commercial Operations) – <i>Item 5</i>
	Rachel Donnelly (Corporate Risk Manager) – <i>Item 5</i>
	Pat Maher (Director of Network Management) – <i>Item 5</i>
	Tony Redmond (Director of Corporate Services) – <i>Item 5</i>
	Paul Moran (Regional Manager – South-West) – <i>Item 6</i>
	Donal Dunne (LUAS Contract Manager) – <i>Item 7</i>

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1.0 CONFLICTS OF INTEREST-

Colette Byrne noted her membership of the South-East Citizen's Forum which may be relevant to information provided on the N4/N25. It was noted that no decision relevant to such interests falls to be deliberated upon or decided at this meeting.

2.0 MINUTES OF PREVIOUS BOARD MEETING

The Minutes of the previous Board meeting 14th December 2021 were approved.

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:

- Terms of Reference and Annual Report of the Strategy Committee.
- Presentation on the Leinster Outer Orbital route which considered the historical context of the route against contemporary issues. NTA GDA strategy recommends that the route is no longer in line with government policy.
- Presentation on Eastern Bypass Corridor. [REDACTED]
- National Roads 2040.

Audit and Risk Committee:

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

- Risk Management update. The Chairman noted that the Board is engaging in a deep five exercise at this meeting. The Committee considered the revised Risk Appetite Statement, Risk Management Policy and Risk Management Plan and recommends them to the Board.
- The Committee reviewed amendments to the Treasury Policy and Code of Practice and recommends the changes suggested.
- The Committee considered a number of audit reports including on interoperability for which limited assurance was given based on supply chain, third party and cyber risks. There was good engagement with line management and assurance was given that a work programme is in place to address issues identified through audit.
- Committee TORs were reviewed and some changes proposed for Board approval.
- The Committee received an update on the phishing simulation.

5.0 GOVERNANCE AND RISK MANAGEMENT UPDATE AND REPORTS

The Management Team presented the Enterprise Risk Register as part of the Board's formal risk review. The Corporate Risk Manager outlined proposed Risk Management activity for 2022. This was followed by questions from Board Members around risk which were addressed by the Management Team.

The Board **approved** the updated Risk Management Policy, Risk Management Plan and Risk Appetite Statement.

The Board **noted** the Q4 Strategic Actions Tracker update.

The Board **approved** the updated ARC Terms of Reference which were presented by the ARC Chairman.

The Board **approved** the appointment of Gareth Llewellyn to the Strategy Committee.

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The Board **reviewed** the Property Policy and **approved** amendments, subject to the further amendment to remove staff names from the policy and **noted** the annual Property Policy report.

The Board **reviewed** the Code of Practice of TII and **approved** amendments thereto.

The Board **approved** sponsorship of the Engineers Ireland STEP Programme, as outlined in the memo before the Board and required under TII Sponsorship Policy.

The Board **approved** amendments to the Treasury Policy.

The Secretary reminded members of the SIPO returns deadline of 31 January.

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

The Capital Programme Quarterly Report was taken as read.

Geraldine Fitzpatrick and Paul Moran presented on the N20 Cork to Limerick Road Scheme, joined by Demi Paraskevakis, Tara O’Leary, Jari Howard and Steve Wallace.

Seán O’Neill provided an update on communications activities. Media cuttings will be posted on Decision Time for the Board.

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
Greenways and Cycleways (Active Travel)	<div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div>	<div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div>
MetroLink	<p>Jacobs Idom will complete EIAR and RO Drawings based on current design in January with a target for completion of all RO documents by the end of Q1.</p> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div>	<div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div> <div style="background-color: black; width: 100%; height: 15px; margin-bottom: 2px;"></div>

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	N8/N25 Dunkettle Interchange	Covid has impacted on planned earthworks. The specialist team working on the controlled modulus columns were unable to return to site.	Other site works recommenced on 4 January.
	N5 Westport to Turlough	Progress remains significantly behind programme and the contractor has advised that the planned completion in October 2022 will not be achieved.	Contractor has submitted a revised programme with a substantial completion date of 18 April 2023.
	Luas System Charges and Revenue Grants	The 2022 Public Service obligation for Luas has been reforecast on foot of a significant increase in the wholesale price of electricity. [REDACTED] [REDACTED] [REDACTED]	TII advised the NTA of the change and NTA has confirmed that these additional indexation costs will be funded from commencement of 2022.
	Staff Absence Levels (LUAS)	Total staff absenteeism is currently averaging at approx. 17%. This has disproportionately affected the Luas driver and LRV maintenance teams with more than 50% of shifts absent on some days due to Covid-19.	In response to this, and to protect future services from a shortfall of trams due to a maintenance backlog, Transdev has been running a significantly reduced timetable.
	Safety	There were two reportable accidents in the period.	
	Covid-19 (Winter Operations and Motorway Operations)	Current regulations in relation to close contacts increase the potential for worker absence in critical areas of activity.	TII wrote to DOT in December requesting that consideration be given to granting a derogation for key workers in the areas of winter operations and motorway/tunnel control centre. DOT has confirmed that a special derogation on application is being put in place.
	M50 Dynamic Traffic Management Project	TII continues to engage with DOT and Office of the Parliamentary Draftsman to put enabling legislation in place. It is anticipated that next draft will go before the Joint Oireachtas Committee on Transport and Communications during February.	Operation of the system with cautionary speed displays is continuing along with deployment and enabling works.
	Extreme Rainfall Event in South-East December 2021	As a consequence of severe flooding in Wexford on Christmas day, the M11 north of Gorey was closed for a number of hours. A	A programme of inspections has commenced on national road river bridges in Wexford and adjoining counties to confirm that no damage has been caused

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		number of bridges which carry local roads were washed away.	by flooding. A report will be included in the February Board papers.
7.0	TII SAFETY AND HEALTH PERFORMANCE REPORT AND ANNUAL PERFORMANCE REVIEW OHS 2021		
	<p>Helen Hughes presented the monthly safety reports and Road Safety Strategy (2021-2020) Phase 1 Actions. Helen also presented the Annual Performance Review of Occupational Health and Safety for 2021.</p> <p>The Board endorsed the TII Health & Safety Policy 2022 subject to some clarifications discussed at the meeting around responsibility to contractors.</p> <p>Donal Dunne presented the end of year Luas Safety Report.</p>		
8.0	FINANCIAL PERFORMANCE UPDATE		
	Audrey Keogh presented the report.		
9.0	ANY OTHER BUSINESS		
	None		
10.0	PRIVATE MEMBERS DISCUSSION		
	The Members and CEO discussed improvements to the running of the Board and the information it receives to enable it to discharge its responsibilities.		

Signed by _____

Chairman

Date: _____