

## MINUTES 70<sup>th</sup> MEETING OF TII BOARD

### ITEM

<b>Subject:</b>	TII BOARD MEETING	<b>Meeting No:</b>	70
<b>Location:</b>	Meeting hosted via audioconferencing in line with government restrictions arising from COVID-19	<b>Date held:</b> 14 <sup>th</sup> December 2021	<b>Doc Revision:</b> Approved

### ATTENDEES

BOARD CHAIRMAN	Gareth Llewellyn
BOARD MEMBERS	Joe O'Mahony
	Seamus Neely
	Mary O'Donovan
	Patricia O'Shea
	Damien Ó Tuama
	Des Kenny
	Aidan Skelly
	Peter Walsh (CEO)
	Colette Byrne
	Aebhric McGibney
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 7</i>
	Seán O'Neill (Director of Communications) – <i>Item 5</i>
	Nigel O'Neill (Director of Capital Programmes) – <i>Items 5 &amp; 7</i>
	Helen Hughes (Director of Professional Services) – <i>Item 6</i>
	Pat Maher (Director of Network Management) – <i>Item 5</i>
	Cathal Masterson (Director of Commercial Operations) – <i>Item 5</i>

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### 1.0 CONFLICTS OF INTEREST-

For the benefit of the incoming Chairman, Aebhric McGibney, who was absent from the November meeting, reminded the Board of his interests as a member of the Dublin Chamber of Commerce. 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 23<sup>rd</sup> November 2021 were approved subject to an amendment to acknowledge the contribution of the outgoing Chairman, Mr. Cormac O'Rourke.

### 3.0 MATTERS ARISING

The progress of Matters Arising was noted by the Board.

### 4.0 COMMITTEE UPDATES

#### Audit and Risk Committee:

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

- The Committee met with the CEO in private session and discussed a number of items including the manner in which the Board and Committees carry out their work and the materials provided for these purposes.
- The Committee approved the Internal Audit Plan for 2022 but may revisit some topics after Q1 as matters evolve.
- The Committee considered a number of audit reports and received presentations on the Sustainability Implementation Plan, Information Security and ICT.
- Committee TORs will be reviewed for the January Board meeting.
- The ERR will be reviewed by the Board in Q1. A few areas will be selected by ARC for deep dive exercises.

### 5.0 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

Pat Maher presented the Network Management Quarterly Report.

Nigel O'Neill presented two papers; one on the process for the engagement of services provided by Iarnród Éireann; [REDACTED]


Seán O'Neill provided an update on communications activities.

Cathal Masterson briefed the Board on the N25 Waterford Bypass PPP.

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
	<b>Life Cycle Asset Renewals and Luas upgrades</b>	During 2021 there was ongoing activity associated with OCS replacement and to address parafil rope failures. The retrofit is completed in one third of the locations where parafil rope assemblies are installed, with priority given to more critical sections.	These works are essential to ensure that the light rail asset is fit for purpose and resilient and the programme will recommence in 2022.
	<b>Luas Finglas</b>	On 7 December TII and NTA published a Preferred Route.	A non-statutory public consultation has opened and will run until 20 January 2022 in a hybrid, predominantly virtual, model.
	<b>N20 Cork to Limerick</b>	Work is ongoing on the selection of the preferred option.	A presentation on progress will be made to the Board in January 2022. A non-statutory public consultation is scheduled for March.
	<b>N5 Westport to Turlough</b>	Construction works are now progressing well. Progress remains significantly behind programme and the planned completion in October 2022 is considered to be at risk.	
	<b>Light Rail Vehicle (LRV) availability</b>	The recent improvement appears to have stalled. 	TII continues to monitor closely and holds weekly progress meetings with Transdev.
	<b>Anti-Social Behaviour (ASB)</b>	ASB levels remain steady, with 55 incidents reported in period 11, compared to 42 in period 10 and 51 in period 9.	
	<b>Staff Absence Levels (LUAS)</b>	Transdev continues to experience high levels of staff absenteeism with a notable increase in Covid related absenteeism in recent weeks.	
	<b>Safety</b>	There was one reportable accident in the period.	
	<b>Health and Safety</b>	Further to the notes in the October and November CEO	TII will arrange for all its MMarC and PPP contractors to send

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		report regarding a serious injury to a motorway maintenance operative during the collection of traffic management cones, TII has engaged with Highways England to arrange for a demonstration of two new prototype cone deployment and collection trucks.	representatives to the demonstration. CCMA representative to be invited.
	<b>M50 eFlow Tolling Operation</b>	The remediation plan continues. Turas introduced 167 agents across all contact channels in the period up to 28 November.	Remaining backlogs of customer contacts for emails and case management have been assessed and Turas is targeting year end to clear these backlogs. TII is conducting a 'lessons learned' exercise of the overall mobilisation and transition process.
	<b>Fire Incident Simulation at Jack Lynch Tunnel</b>	On 16/17 November Cork Fire Brigade undertook a simulation exercise in the Jack Lynch Tunnel	A report on the exercise is awaited by TII's Tunnel Manager.
	<b>Road Safety Advertising Campaigns</b>	TII met with RSA to discuss future campaigns. TII will work with RSA on future content.	It has been agreed to start with a campaign on driving through roadworks on Motorways due to recent hits on Impact Protection Vehicles. The CEO and Chairman are attending the launch of the Government Road Safety Strategy 2021 to 2030 after the Board meeting today.
<b>6.0</b>	<b>TII SAFETY AND HEALTH PERFORMANCE REPORT AND PRESENTATION ON CONSTRUCTION SAFETY ON MAJOR PROJECTS</b>		
	Helen Hughes and Geraldine Fitzpatrick presented the Health & Safety report. Helen will revert to the Board on the status of the tram driver involved in the collision incident. Geraldine will check with the local authority regarding the training given to persons working at height. It was noted by the Board that local authorities are responsible for the management of contracts where they are the contracting authority, not TII.		
<b>7.0</b>	<b>ANNUAL PLAN AND BUDGET 2022 (FINAL FOR APPROVAL AND ISSUE)</b>		
	Nigel O'Neill presented this item to the Board. The Board approved the Annual Plan & Budget for 2022. Nigel is to revert to the Board in relation to the plan for Red Cow, including toilet facilities.		
<b>8.0</b>	<b>GOVERNANCE &amp; LEGAL UPDATES</b>		
	<p>The Board <b>approved</b> sponsorship of the Saffron Schools Science Competition, as outlined in the memo before the Board and the assessment of Geraldine Walsh, in line with the TII Sponsorship Policy.</p> <p>The Board <b>approved</b> the TII Advertising and Public Information Policy.</p> <p>The Board <b>noted</b> the TII Data Protection Policy and the Board Member Data Protection Statement.</p> <p>The Board <b>endorsed</b> the TII Asset Management Policy and Strategy.</p>		

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	<p>The Secretary reminded Board Members that the deadline for submission of declarations to SIPO under the Ethics and Standards in Public Office Acts is 31<sup>st</sup> January 2022 in respect of interests held in the previous year. NIL declarations are required where applicable.</p>
<b>9.0</b>	<b>ANY OTHER BUSINESS</b>
	<p>The Secretary will check the status of notes created on Decision Time under the Freedom of Information Act and seek an update on searchability in Decision Time.</p> <p>It was noted that the sound quality from the Board room to remote attendees was poor and this will be examined. The Chairman invited feedback on general Board processes from members. It was noted that proper provision should be made for breaks during the meeting. The granularity of some of the reports was noted with a question raised as to the necessity of such detail for Board purposes. Further feedback can be sent directly to the Chairman or Secretary.</p> <p>An update on the progress of the DOT working group was requested in relation to various cycling related documents mentioned during the meeting.</p>
<b>10.0</b>	<b>PRIVATE MEMBERS DISCUSSION</b>
	<p>None. The meeting ended at 1PM to facilitate attendance by the Chairman and CEO at the launch of the Government Road Safety Strategy 2021 - 2030.</p>

Signed by \_\_\_\_\_

**Chairman**

Date: \_\_\_\_\_