

MINUTES 81st MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	81
Location:	TII Offices, Parkgate Street, with some contributions by video link (Teams)	Date held: 13 December 2022	Doc Revision: Approved

ATTENDEES

BOARD CHAIRMAN	Gareth Llewellyn
BOARD MEMBERS	Aidan Skelly
	Mary O'Donovan
	Patricia O'Shea
	Damien Ó Tuama
	Des Kenny
	Peter Walsh (CEO)
	Colette Byrne
ARC CHAIRMAN	Aidan Horan – <i>Item 2</i>
APOLOGIES	Aebhric McGibney
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	Nigel O'Neill (Directors of Capital Programmes) – <i>Item 4</i>
	Seán O'Neill (Director of Communications) – <i>Item 7</i>
	Michael Horan (Head of Land & Property Services) – <i>Item 3</i>
	Declan Wylde (Head of Finance) – <i>Item 8</i>
	Pat Maher (Director of Network Management) – <i>Item 3&7</i>
	Tony Redmond (Director of Corporate Services) – <i>Item 3</i>
	Cathal Masterson (Director of Commercial Operations) – <i>Item 5</i>
	Ronan McEnroe (Senior Engineering Inspector, Greenways) – <i>Item 6</i>
	Mary Flynn (Senior Engineering Inspector) – <i>Item 6</i>
	Helen Hughes (Director of Professional Services) – <i>Item 9</i>
	Mairead D'Arcy (Senior Safety Specialist) – <i>Item 9</i>
	Robert Desmond (Head of PPP Procurement & Finance) – <i>Item 5</i>

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1.0 CONFLICTS OF INTEREST

None.

2.0 COMMITTEE UPDATES

Strategy Committee

- The Committee received a presentation on the Strategic Asset Management Framework and an outline of the Asset Management Plan.
- The Committee received a presentation by way of update on TII's engagement with the Commission for Railway Regulation (CRR) regarding TII's status as a railway organisation under the Railway Safety Act 2005. [REDACTED]

Audit and Risk Committee

- The Committee received a deep dive presentation on the Commercial Operations Divisional Risk Register.
- The Committee approved the 2023 audit plan with indicative provisions for 2024 and 2025. The Committee Chairman noted that there was a lack of audit reports available to the committee at the meeting with only one out of the seven scheduled reports available. The committee will review the audit process in the new year to see how processes might be improved to ensure that reports can be presented on schedule.
- The Committee TOR will be reviewed after the external assessment of Board and Committees is completed by Board Excellence.

3.0 GOVERNANCE & LEGAL UPDATES/RISK MANAGEMENT

- The Board **noted** the contracts valued over 50k executed by TII in November 2022.
- The Board noted the addition of papers to item 3.4, Climate Adaptation Strategy, on 12th December. As the Board does not have to approve the Climate Adaptation Strategy, item 3.4 was not taken at the meeting and was withdrawn. The CEO will schedule a call or Teams session for Members who would like to make any contributions prior to publication of the strategy.
- The Board **approved** the acquisition of property at Little Island, Cork comprising approximately 2.34 acres (commonly referred to as the Dunkettle Motorway Maintenance Depot) [REDACTED] in line with the requirements for approval of land acquisition set out in the TII Property Policy. The supporting paper was presented by Michael Horan.
- The Board **approved** the Climate Action Roadmap as presented by Rachel Cahill.

4.0

[REDACTED]

5.0 PRESENTATION: DEFERRAL OF TOLLING CHARGES INCREASE (MINISTERIAL DIRECTION)

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The Board noted the receipt by the CEO this morning of a direction from the Minister for Transport to the Authority, in accordance with Section 41 of the Roads Act 1993. Full particulars of the direction are set out in the Minister’s letter provided to the Authority (Board). The Board was also provided with a copy of a letter from the Minister for Transport to the Minister for Public Expenditure and Reform to confirm that the costs of the discount (or other adjustments), estimated in the region of €15.2 million, will be funded by an additional allocation through the Department of Public Expenditure and Reform to the Department of Transport.

The Board **accepted** that the above-mentioned direction was a direction of the Minister under Section 41 of the Roads Act with which the Authority must, by law, comply and **directed** the Executive to give effect to the directions as set out in the Minister’s letter. The Board gave such a direction to the Executive on the understanding that the costs to TII of this deferral would be covered by the Department of Transport/DPER as set out in the letter provided. The Board **directed** that these monies would be separately accounted for and that the Comptroller and Auditor General would be asked to review administration and the associated funding of these tolls at the end of the year.

6.0 PRESENTATION: TII GREENWAYS ACTIVITIES

Mary Flynn and Ronan McEnroe presented to the Board and gave an overview of the background to TII’s role and approach to delivery of Greenways. The presentation included a delivery progress update. The Board thanked the presenters for an excellent overview and discussed a range of relevant issues including anti-social behaviour and how it might deter use of Greenways, maintenance, standards, marketing and integration with other national cycleway initiatives.

7.0 CHIEF EXECUTIVE REPORT AND SUB-REPORTS/COMMUNICATIONS UPDATE

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

Sean O’Neill provided the communications update.

The CEO report was taken as read. The following matters were highlighted:

- The MetroLink consultation period will now end on 16th January and there has been no negative feedback in response to the submission of the omitted document and the resulting extension of the consultation period. [REDACTED]
- Luas patronage has returned to 2019 levels.
- TII has provided assistance to DOT in relation to conversion of a section of the customs facilities in Rosslare to alleviate HGV parking issues in the village.
- TII’s Gender Pay Gap assessment is on the website showing a 16.2% gap however it was noted by the CEO that TII does not pay women less than male colleagues.
- The TII Employee Engagement Survey is presently underway.

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- TII will have to look at ways to offset carbon impacts associated with delegates attending the event when Ireland hosts the TRA conference in 2024. The CEO outlined a possible collaboration with NPWS to reinstate bog at the river Liffey and allocation of part of the conference fee as a possible option.
- There was a presentation to staff last week which highlighted three key issues for TII: Climate Action, Blended Working & MetroLink.

Pat Maher presented the Network Management Quarterly Report. The report included details of inappropriate presence on the motorway network, which is becoming more common. The report also outlined energy saving initiatives along the network, planned for 2023 including a lighting energy reduction scheme planned for February on M1 PPP, upgraded lighting in the Limerick tunnel and a lighting change in the Dublin tunnel. The Board noted that a narrative around the retrofit might be included as part of climate action reporting.

Details of the works to upgrade facilities at Enfield were also included in the report and the Board noted that the availability of better services needs to be communicated.

8.0 FINANCIAL PERFORMANCE MONTHLY REPORT

Declan Wylde presented the report noting that a disproportionate amount of budget goes out at this time of year so forecasts can change and there is a degree of uncertainty regarding the final figure for 2022.

[REDACTED]

The final version of the report will be brought forward in January with last drawdowns made early in December.

9.0 TII HEALTH & SAFETY PERFORMANCE REPORT

Helen Hughes and Mairead D'Arcy presented to the Board. The RAIU issued a SPAD trend report with 15 recommendations, 5 of which are for TII. TII is considering the report and will be rejecting some of the recommendations. A preliminary response has issued.

There were no reportable lost time accidents where TII is client. MMARC data for the period is not yet available and will be brought to the January meeting. There were 2 lost time accidents on construction projects. There will be a deep dive on construction in Jan/Feb and there will be a divisional deep dive before ARC in Q1.

Mairead outlined the recent recertification process for ISO 445001. TII was recertified by NSAI with some minor audit findings.

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	All staff have been assessed for Blended Working. An outline of the work of the Safety Committee over the year was provided. The Board considered how TII ensures that staff are not working excessively and the difficulty in this area was noted by management while outlining practical steps taken via line manager oversight.
10.0	MINUTES OF PREVIOUS BOARD MEETING
	The Minutes of the previous Board meeting 22 nd November 2022 were approved.
11.0	MATTERS ARISING
	The progress of matters arising was noted by the Board.
12.0	ANY OTHER BUSINESS
	<p>The Board noted that two matters had been raised regarding the approval of the RO application at the last meeting and that these had been satisfactorily resolved in the interim and could be closed.</p> <p>The Secretary reminded members that the next SIPO declaration deadline is 31 January 2023 for both declarations of interest and nil declarations. Any queries can be directed to the Secretary.</p> <p>The Board agreed that the CEO and Chairman can deal with allocations following confirmation of funding by DOT and a further meeting can be called if necessary. [REDACTED]</p> <p>[REDACTED] The Board approved the issue of a briefing note to local authorities as prepared by Nigel O'Neill in similar format to the note issued for 2022.</p> <p>The Board requested an update on the matter of the laying of cables in national roads.</p> <p>The Chairman asked that staff who presented at the meeting today and had not previously presented to the Board be asked for feedback on their experience of presenting to the Board.</p> <p>The Chairman acknowledged the great work carried out in 2022 and thanked all Members and staff for their work and support over the year, wishing them a Happy Christmas and new year before closing the meeting.</p>
13.0	PRIVATE BOARD DISCUSSION
	None.

Signed by _____

Chairman

Date: _____