

MINUTES 62nd MEETING OF TII BOARD

ITEM

Subject:	TII BOARD MEETING	Meeting No:	62
Location:	Meeting hosted via audioconferencing in line with government restrictions arising from COVID-19	Date held: 23 rd March 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	Natasha O'Reilly (TII Commercial Lawyer) – <i>Item 9</i>
	Helen Hughes (Director of Professional Services) – <i>Items 7 & 9</i>
	Seán O'Neill (Director of Communications) – <i>Item 6</i>
	Declan Wylde (Head of Finance) – <i>Item 5</i>
	Mark Nolan (Financial Controller) – <i>Item 5</i>
	Pat Maher (Director of Network Management) – <i>Item 6</i>

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1.0	CONFLICTS OF INTEREST-
	<p>Patricia O’Shea reminded the Board of her role with daa in relation to Metrolink. Aidan Skelly reminded the Board of his role with EirGrid [REDACTED]. Cormac O’Rourke reminded the Board that he had previously mentioned his role as financial adviser to EirGrid. It was noted that there were no matters on the agenda for decision to which these interests are relevant. The Chairman reminded Members that it was long-standing policy that conflicts or potential conflicts should be noted when a member feels that such a conflict / potential conflict might have a bearing on the discussions taking place at the Board and not just where decisions are being made.</p>
2.0	MINUTES OF PREVIOUS BOARD MEETING
	<p>The Minutes of the previous Board meeting 23rd February 2021 were approved.</p>
3.0	MATTERS ARISING
	<p>The progress of Matters Arising was noted by the Board. Aebhric McGibney noted that he has now received a full reply to his query on ticket vending machines.</p>
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"> • The Circular Economy Plan, which should be available in the summer and focusses on the re-use of materials and whole life assessment of assets. • Carbon Emissions Modelling – this supports the Climate Action Plan which aims at a 51% carbon reduction by 2030. TII has good modelling capacity and has been asked to look at ways in which it might contribute, including speed limit reductions, demand management, increased public transport supply, active travel and electric vehicles. <p><u>ARC Chair</u></p> <p>The Chairman reported that the following matters were considered by the Committee:</p> <ul style="list-style-type: none"> • The Committee considered the Draft Financial Statements and the Governance Statement. The ARC recommended these to the Board subject to no material change at audit. • The Committee received reports on ICT security and implementing security. A vulnerability has been identified as requiring attention and this matter will be dealt with at executive level. • The Committee recommended the Anti-Fraud and Corruption Policy and Plan to the Board.
5.0	DRAFT 2020 FINANCIAL STATEMENTS (FOR APPROVAL)
	<p>Declan Wylde presented the Financial Statements to the Board and outlined the approval process and the process of the Comptroller and Auditor General. The audit certificate will not issue before June. The Board approved the draft Financial and Governance Statements subject to no material change at audit.</p>
6.0	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

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- Network Management – Roads
- Business Services
- Professional Services
- Corporate Services

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

Pat Maher presented the Network Management Quarterly Report.

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
[REDACTED]	[REDACTED]	[REDACTED]
National Development Plan Review	TII input to the review on 14 December 2020. Since that time TII has replied to a number of queries and requests for further information.	TII’s most recent response was submitted on the 15 th March and co-ordination is ongoing with the Department.
MetroLink Preliminary Business [REDACTED]	On 8 th March the Minister of Public Expenditure and Reform announced new measures to strengthen oversight of projects. A new major projects advisory group is to be established along with a framework of experts to give advice at two key decision gates.	This process involves multiple review streams [REDACTED]. [REDACTED]
Athlone to Galway Greenway	Virtual public consultation concluded on 1 st March with over 11,000 submissions received by the closing date.	While most submissions are supportive, the support is divided among four of the five options presented to the public.
Safety	There were no reportable accidents in the period.	
LUAS Covid-19 Patronage	Patronage is at 28,000 passenger journeys per day, approximately 18% of pre-Covid levels.	The partial recovery for periods 12 and 13 in 2020 has declined on foot of Level 5 restrictions.
Anti-Social Behaviour	In response to a notable rise in anti-social behaviour on the network in 2020, a new Garda	The Board directed that graphs showing anti-social behaviour figures should be re-introduced

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		management structure to deal with public transport has been established.	to Commercial Operations quarterly reports.
	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED]
	Covid-19 Testing Facilities	TII made two sites available to the Department of Transport for HGV driver testing facilities – at the daa Blue Car Park and at the M11 Gorey Motorway service Area. TII is also working with DOT in relation to facilities at Cork Airport for HGV drivers.	The facilities for truck drivers will remain in place for the time being as the French government requires testing for truck drivers travelling via the UK land bridge.
	Winter Operations	There was a higher salt requirement in December 2020 and January 2021 due to colder than average temperatures.	TII has procured additional salt stocks for delivery to the Balbriggan and Kinnegad Strategic Depots. A further 12,000 tonnes have been ordered for the Ennis Strategic Depot with delivery expected in early April. TII has also ordered an additional 10,000 tonnes for regional and local roads on behalf of the DOT.
	Brexit	Freight movement on the Irish Sea remains at 50% of volumes a year ago. Rosslare has experienced very substantial growth in freight volumes since the start of the year. As of 5 March, HGV volumes at Rosslare Port are up by 27% as compared with the same date last year. No congestion has arisen on approaches to Dublin Port and there have been no disruptions to operations.	The Board asked that TII lets people know that we have data on HGV volume and will share it (e.g. with AGS, Department of Finance etc.) TII should contribute to the data sets available. The Board noted that long terms trends are not clear as yet.
	[REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] [REDACTED] [REDACTED]
	M50 EMOS Project	Pat Maher updated the Board on progress with the installation of variable speed limit lane control signals and associated VMS on overhead gantries.	The Board requested that Pat would liaise with Sean Ó Neill in relation to communications on EMOS. It is important that the safety aspect of this initiative is

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		made clear. It is not a revenue generating initiative.
7.0	TII SAFETY AND HEALTH PERFORMANCE REPORT	
	Helen Hughes presented the report to the Board. [REDACTED] [REDACTED] [REDACTED]	
8.0	GOVERNANCE & LEGAL UPDATES	
	<ol style="list-style-type: none"> 1. The Board approved the Anti-Corruption and Fraud Policy and Fraud Incidence Response Plan. 2. The Board approved the acceptance by Edel McCormack of a nomination to the Governance & Nominations Committee of RCSI. 3. The Board decided that the CEO may execute the section 32 agreement between TII and the Minister for Transport for the purposes of the administration of the AFHDV scheme in substantially the same format as the draft before the Board. 4. The Board noted the Annual Report for 2020 in line with the requirements of TII's Property Policy. 5. The Board appointed Colette Byrne to the Audit and Risk Committee. 	
9.0	PRESENTATIONS ON THE ROLES OF RSA, CRR AND INTERFACE WITH TII	
	Helen Hughes and Natasha O'Reilly presented to the Board.	
10.0	ANY OTHER BUSINESS	
	The Board discussed the manner in which it would deal with crisis scenarios. The Board Secretary is to draft changes to the Board TOR to allow for the Chairman to call additional meetings where necessary, or for Members to call meetings in appropriate circumstances.	
11.0	PRIVATE MEMBERS DISCUSSION	
	<p>The Board agreed that a new subcommittee would be formed to agree and to monitor the objectives and goals of the CEO for 2021.</p> <p>The committee will comprise the Chair of the Board and the Chairs of the Audit and Risk Committee and the Strategy Committee for the coming year.</p> <p>The Board had a broad discussion in relation to its role in a major crisis. It was confirmed during the discussion that the Chair had the authority to convene an "ad hoc" Board meeting in the event of such a crisis under the existing Board Terms of Reference. The Chair suggested, and it was agreed that the Chair should be compelled to convene such an "ad hoc" meeting in the event that three sevenths of the members (from time to time) requested such a meeting. The Board Terms of Reference are to be amended accordingly and these will be submitted to the Board for formal approval.</p>	

Signed by _____

Chairman

Date: _____