

[REDACTED]

[REDACTED]

[REDACTED]

**Re: FOI Request Acknowledgement [IE\_FOI\_088]**

Dear [REDACTED]

I refer to your request dated 22<sup>nd</sup> March 2017 which was received by this office on that date which you have made under the Freedom of Information Act 2014 for records held by this FOI body. Your request sought:

**Request** –

- All board meeting minutes
- All Irish Rail management meeting minutes

I, Ms. Sue Stanley, Decision Maker have now made a final decision to part grant the release a copy of the board minutes for IE

Please find redacted record attached.

The Exec Group minutes will follow.

Should you have any questions or concerns regarding the above, please contact the FOI Officer on 01, 7034293.

Yours sincerely,



Sue Stanley

**Decision Maker, Corp Communications**

Redactions			
Exec Group Minutes 14th September 2016			
Page #	Minute #	Section of Act Applicable	Reason
1	2480	Section 36(1)(c) - Commercially Sensitive Information	Information which could prejudice the conduct of negotiations
2	2483	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
2	2493	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
3	2495	Schedule 1 Part 2 - Exempt Agencies	Information relating to Coras Iompair Éireann (CIE) Holding Co
3	1010.2	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
Exec Group Minutes 17th October 2016			
Page #	Minute #	Section of Act Applicable	Reason
1	1013.2	Section 36(1)(c) - Commercially Sensitive Information	Information which could prejudice the conduct of negotiations
2	2504	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of its Freight Business
2	2507/2508	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
2	2516	Section 36(1)(c) - Commercially Sensitive Information	Information which could prejudice the conduct of negotiations
Exec Group Minutes 17th October 2016			
Page #	Minute #	Section of Act Applicable	Reason
1	2526	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
2	2532	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
Exec Group Minutes 25th January 2017			
Page #	Minute #	Section of Act Applicable	Reason
1	1025.2	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort
1	2545	Schedule 1 Part 2 - Exempt Agencies	Information relating to Coras Iompair Éireann (CIE) Holding Co
2	2563-66	Schedule 1 Part 1 (p) - Partially Included agencies	Iarród Éireann is exempt from FOI in so far as it relates to the operation of Rosslare Europort



Minutes of 179<sup>th</sup> Iarnród Éireann Executive Group Meeting  
held on Wednesday 14<sup>th</sup> September 2016  
at Connolly Station

**Present:** Mr David Franks, Chief Executive Officer (Chairman)  
Mr Aidan Cronin, Chief Financial Officer  
Mr Gerry Culligan, Commercial Director  
Mr Don Cunningham, Director IM  
Mr John Lynch, GM Rosslare Europort  
Mr Ciaran Masterson, Director Human Resources  
Mr Jim Meade, Director TO  
Mr MI Power, Acting Safety Advisor

**Attended by:** Ms Bidina McCabe, Assistant Secretary  
Mr Jude Carey, IM Finance  
Mr John Stack, RU Finance  
Ms Jane Cregan, Corporate Communications  
Mr Colm Reynolds, CPO (part)  
Mr Ronan Glynn, Risk register co-ordinator (part)

**Apologies:** Mr Barry Kenny, Manager Corporate Communications

**Min. No.**

**MINUTES AND ACTIONS**

1007.1 The minutes of the meeting of 18<sup>th</sup> August 2016 were taken as read and noted.

1007.2 The actions lists were taken as read and noted.

**EG Actions**

- 1463 – trying to use SAP BI to cleanse data – real questions is what do with those > 6 months ill
- 2436 – ICR failures - presentation to October EG

**Board actions**

- 366 – separate paper /presentation on media – agenda item
- 359 – 5 year plan briefing - describe safety case for TPS
- 360 – Organisation Design to go under TAG

**KEY ISSUES**

**TO**

2477 LRA – test briefing process to drivers JM

2478 TO Report JM

Give overview of 12 SPADs – categorise  
refer to DC416  
expand on LRA to include IM work

**Commercial**

2479 Do separate presentation on Media campaigns CG

**IM**

2480 IM Report DC

Provide LRA para to Jim Meade for TO Report  
Refer to yellow not amber aspect of signals

**CFO**

- Budget 2017 – Plan A will be based on [redacted] capital , excludes ATP and GSM-R, plan B is based on no [redacted] with periods 1-3 the same for both plans

2481	Explain basis for budget in CFO paper	AC
2482	Audit list – change due date for RPU revenue collection	AC
	<b>Rosslare</b>	
2483	[REDACTED]	
	[REDACTED]	JPL
	<b>HR</b>	
2485	HR Report - Expand on employee opinion survey (numbers, vs last survey)	CM
	<b>Corp Comms</b>	
2486	CSR booklet to October meeting	Jane
	<b>PROCUREMENT</b>	
	<i>{Mr Reynolds joined the meeting for this item}</i>	
	• Responded to contractor re allegation of non-compliance (See para. 6) – no further response	
	<b>Contracts</b>	
1009.1	It was agreed to recommend to board	
	1. Cash Collection and Cash Management contract award	
1009.2	It was agreed to defer	
	2. Selection Criteria – on board catering	
2487	Bring up catering contract governance at Enterprise board	GC
2488	Catering Contract - Include trolleys and urns, review service levels	GC
2489	Set date Enterprise board meeting	JM
	<b>BOARD PROPOSALS</b>	
1010.1	It was agreed to recommend to board	
	<b>Advisory papers</b>	
	3. NTCC	
2490	Review wording on SET resources in NTCC advisory paper	DC
	4. Axle bearing investigation	
2491	Axle bearings advisory - Reword next steps	JM
	5. Forward agenda	
2492	Forward agenda updates	BMC
	Senior Mgt Performance – February,	
	Succession planning January,	
	Best Stations February	
	ICR engines October	
	<b>Capitals</b>	
	6. GSM-R	
2493	GSM-R – check who did original spec, Cross ref contingency, take out labour	DC
	7. Osberstown UB	
	8. [REDACTED]	
	9. Kent Station Staff Car parking	
	10. Secure luggage handling – check status	
2494	Initiate procurement of Tugmasters in advance of capex approval due to long lead time	JPL
	<b>Admin</b>	
	11. Transactions for sealing and signing	

- 2495 [REDACTED] DF
- 1010.2 It was agreed to defer
12. [REDACTED]
13. [REDACTED]

**RISK REVIEW**

*{Mr Glynn joined the meeting for this item}*

- 2496 Discuss ALARP exercise with S Watson MP
- 2497 Review SPAD actions for treatment of principle risks RG
- 2498 Check stat for fleet failure Risk 11 JM
- 2499 Review Risk 10 re. drivers CM

**ANY OTHER BUSINESS****Next meeting**

- 1012.1 The next board preparation meeting will be held on Monday 17<sup>th</sup> October 2016 at 08:30.

②

**Minutes of 180<sup>th</sup> Iarnród Éireann Executive Group Meeting  
held on Monday 17<sup>th</sup> October 2016  
at Connolly Station**

**Present:** Mr David Franks, Chief Executive Officer (Chairman)  
Mr Michael Power, Acting Safety Advisor  
Mr Aidan Cronin, Chief Financial Officer  
Mr Don Cunningham, Director IM  
Mr Barry Kenny, Manager Corporate Communications  
Mr John Lynch, GM Rosslare Europort  
Mr Ciaran Masterson, Director Human Resources  
Mr Jim Meade, Director TO

**Attended by:** Ms Bidina McCabe, Assistant Secretary  
Mr Jude Carey, IM Finance  
Mr Paul O'Kelly, Commercial  
Mr John Stack, RU Finance  
Mr Colm Reynolds, CPO (part)  
Mr. Ronan Glynn, Risk Register co-ordinator (part)

**Apologies:** Mr John Cassidy, Safety Advisor  
Mr Gerry Culligan, Commercial Director

**Min. No.**

**MINUTES AND ACTIONS**

**1013.1** The minutes of the meeting of 14<sup>th</sup> September 2016 were taken as read and noted.

**1013.2** The actions lists were taken as read and noted.

**EG Actions**

- 2477 – done
- 2483 – done
- 2484 – under review
- 2494 – started
- 2487 – on agenda
- 2488 – in hand
- 2498 – done – in ICR failure
- 2499 – done
- 2449 – done

**Board actions**

- 371 – November
- 372 – agenda item
- 373 – December
- 374 – available
- 375 – December
- 375 – Current estimate is [REDACTED] further paper to June 2017 board
- 361 – On agenda for November Enterprise board, to Iarnród Éireann Jan meeting
- 364, 365 – agenda items

**KEY ISSUES**

**TO**

<b>2500</b>	Analysis of 3 <sup>rd</sup> party accidents at key stations	<b>MP</b>
<b>2501</b>	Bring up platform train interface at TO risk workshops	<b>JM</b>

2502	TO report - 201 repower – change comment to review how finance it	JM
	<u>Commercial</u>	
2503	Use term “NFE” rather than “fares determination” in reports	POK
2504	[REDACTED]	AC
	<u>IM</u>	
2505	Obsolescence paper – say part of MAC	DC
2506	IM Report - Low Cost tech. solution – revise wording	DC
	<u>Rosslare</u>	
2507	[REDACTED]	[REDACTED]
2508	[REDACTED]	[REDACTED]
	<u>HR</u>	
2510	Issue agenda in advance for Top Participation meeting	CM
2511	Update text on Employee opinion survey	CM
	<u>Corporate Comms</u>	
	<u>Safety</u>	
2512	Revise order of paper for board to suit IM and RU safety mgr participation	MP
	<b>PROCUREMENT</b>	
	<u>Contracts</u>	
2513	Check reason for delay in Thermit Welding evaluation	DC
2514	Note on additional ICR units – November papers	JM
1015.1	It was agreed to recommend to board	
	1. Revenue equipment software maintenance, subject to revision	
2515	Procurement a) Revise wording, and review terms rev equipment s/w and b) Include statement on safety process in background for brake discs	CR
	2. Selection criteria brake discs	
	3. Select and award criteria framework agreements Civil and building works	
	4. Selection and award criteria fuel cards	
	<b>BOARD PROPOSALS</b>	
1016.1	It was agreed to recommend to board	
	<u>Advisory papers</u>	
	5. SET resources	
	6. ICR engine powerpack failures	
	7. Tank lease to NORA	
	8. Forward agenda	
	<u>Capitals</u>	
	9. Heavy maintenance,	
2516	Revise HM paper [REDACTED] subject to funding, else [REDACTED]	JM
	10. Driver simulator	
2517	Refer to ATP on Driver simulator paper	JM
	<u>Admin</u>	
	11. Transactions for sealing and signing	
	12. Budget 2017	
1016.2	It was agreed to hold	
	13. Fuel Distribution upgrade	
2518	HOLD fuel distribution – do business case and seek CIE Group contribution	JS

**RISK**

- |      |  |    |
|------|--|----|
| 2519 | Create audit trail for ALARP review of safety risks              | MP |
| 2520 | Risks - Calculate KPI performance on moving annual average basis | RG |

**ANY OTHER BUSINESS****Next meeting**

- 1018.1 The next board preparation meeting will be held on Wednesday 16<sup>th</sup> November 2016 at 08:30.



Minutes of 181<sup>st</sup> Iarnród Éireann Executive Group Meeting  
held on Thursday 24<sup>th</sup> November 2016  
at Inchicore

Present: Mr David Franks, Chief Executive Officer (Chairman)  
Mr John Cassidy, Safety Advisor  
Mr Aidan Cronin, Chief Financial Officer  
Mr Gerry Culligan, Commercial Director  
Mr Don Cunningham, Director IM  
Mr Barry Kenny, Manager Corporate Communications  
Mr John Lynch, GM Rosslare Europort  
Mr Ciaran Masterson, Director Human Resources  
Mr Jim Meade, Director TO

Attended by: Ms Bidina McCabe, Assistant Secretary  
Mr John Stack, RU Finance  
Mr Colm Reynolds, CPO (part)

Apologies: Mr Jude Carey, IM Finance

Min. No.

MINUTES AND ACTIONS

- 1019.1 The minutes of the meeting of 17<sup>th</sup> October 2016 were taken as read and noted.
- 1019.2 The actions lists were taken as read and noted.

EG Actions

Board actions

KEY ISSUES

TO

- 2521 TO Report JM
- Say Belfast presentation to February board
- Performance of 2600 fleet
- KPI for driver resource, with breakout establishment
- Comment on 201 suspension tube in key focus areas
- 2522 S Clair to do review of 2017 KPIs DC
- 2523 Sanders on Translink coaches to go through internal safety clearance JM

Commercial

IM

- 2524 IM Report DC
- Check SPI [red] on TPS project
- Combine commentary on LRA with TO report
- expand on benefits of milling
- 2525 2017 top projects to include, payroll, 201, frontline equipment, drivers simulator?, accessibility DC
- 2526 [REDACTED] JPL
- 2527 Consider options to celebrate success of ballast cleaning DC
- 2528 Look at data recorders for evidence of LRA / slipping JM
- 2529 Consider Safe Shield scheme for TO JM

Finance

- 2530 Get confirmation of additional cash total 2016 AC

2531	Check dates for closeout recommendations RPU audit	JS
	<u>Rosslare</u>	
	HR	
2532	[REDACTED]	CM
	<u>Corp Comms</u>	
2533	Put leadership development workshop feedback on board agenda	BMC
2534	Check date of Data retention policy	BK
	<b>PROCUREMENT</b>	
	<i>{Mr Reynolds joined the meeting for this item}</i>	
2535	Review contract options for fixed height signage poles	CR
	<u>Contracts</u>	
1021.1	It was agreed to recommend to board	
	1. Revenue Equipment	
	2. Advertising agency systems	
	3. On board catering	
	4. Civ Eng & building works Framework Agreement	
	5. Ballast framework agreement	
	6. New WiFi system	
	7. Construction of UBC43A	
2536	Consider options for Advertising agency lots to include CIE Group	CR
2537	Clarify funding for WiFi	CR
2538	Alstom CTC paper to February board	DC
2539	Consider options for Customer frontline equipment	CR/GC
	<b>BOARD PROPOSALS</b>	
1022.1	It was agreed to recommend to board	
	<u>Advisory papers</u>	
	8. 4 <sup>th</sup> Railway package	
	9. Sale land XC197	
	10. TPS	
	11. Cost SPADs	
2540	Review TPS paper with DF	DC
	<u>Capitals</u>	
	12. Frontline equipment – outside meeting	
	13. Small plant	
	14. Pearse roof	
	15. Closeouts x 2	
	<u>Admin</u>	
	16. Transactions for sealing and signing	
	<b>RISK</b>	
2541	Comment on very poor performance against KPI eg low to red, moderate to yellow	RG
2542	Check addition risks raised at ARRG	RG
	asset knowledge	
	SET resources	
	link to KPIs	
	<b>ANY OTHER BUSINESS</b>	
	<u>January board</u>	
2543	Circulate template for January board strategy meeting slides	DF

Next meeting

- 1024.1 The next board preparation meeting will be held on Wednesday 25<sup>th</sup> January 2017 at 14:00.

4

**Minutes of 182<sup>nd</sup> Iarnród Éireann Executive Group Meeting  
held on Wednesday 25<sup>th</sup> January 2017  
at Connolly Station**

**Present:** Mr David Franks, Chief Executive Officer (Chairman)  
Mr Aidan Cronin, Chief Financial Officer  
Mr Gerry Culligan, Commercial Director  
Mr Don Cunningham, Director IM  
Mr Barry Kenny, Manager Corporate Communications  
Mr John Lynch, GM Rosslare Europort  
Mr Ciaran Masterson, Director Human Resources  
Mr Jim Meade, Director TO  
Mr Michael Power, Acting Safety Advisor

**Attended by:** Ms Bidina McCabe, Assistant Secretary  
Mr Colm Reynolds, CPO (part)  
Mr Damien Brady, IM Finance

**Apologies:** Mr Jude Carey, IM Finance  
Mr John Stack, RU Finance

**Min. No.**

**MINUTES AND ACTIONS**

- 1025.1 The minutes of the meeting of 24<sup>th</sup> November 2016 were taken as read and noted.  
1025.2 The actions lists were taken as read and noted.

**EG Actions**

**Board actions**

- 2544 **R** [REDACTED] **JPL**
- 394/5 Fleet strategy - to April board,
  - 396 – cost of signalling lightly used lines in Rail Review - DF to brief A Graham
  - 397 – 5 year plan recommendations - will be noted, May
  - 399/400 – annual safety plan - report 2016 performance and include environment./ sustainability issues, March board
  - [REDACTED]
  - 361 – Done
  - 384 - done

**KEY ISSUES**

- 2545 **TO**  
**TO Report** **JM**
- Check if Sect D maint exams complete  
Put in comments on performance KPIs, eg cancellations  
[REDACTED]
- Reword “congestion” – is it timetable issue? Or tight workings?  
Can any 2700 be brought back within maintenance budget?
- 2546 Separate out P Park services for Monday review **JM**  
2547 Get safety stats over 5 years so can set targets 2017 for eg SPADs **MP**  
2548 Identify which new drivers report to which DTEs **JM**  
2549 Plan new rosters for a) 10 min DART, b) former agreements, **CM, JM**  
2550 Review WiFi quality on DART **GC, JM**

2551	Review HM spend 2016 vs schedule	JM
	<u>Commercial</u>	
2552	Dashboard - Comment YTD, against forecast	All
	<u>IM</u>	
2553	Check how we handled Conneely post accident	DC
2554	SEG to look at Conneely incident	MP
2555	Comment on contractors failing drugs tests and review policy re what we do, eg doubled testing, red?	DC
2556	Revise comment on CRR audit outcomes	DC
2557	Review NIR access charges	DC, JM
2558	Top projects, comment on 2600 sanded and operational this season	DC
	<u>CFO</u>	
2559	Common safety dashboard - Put in days since last SPAD	MP
2560	Dashboard 2 – GIA MRAP – closed out	AC
2561	Y/E result, gross costs vs budget and comment	AC
2562	Review A/L accrual	AC
	<u>Rosslare</u>	
2563	[REDACTED]	JPL
1026.1	[REDACTED]	
	[REDACTED]	
2564	[REDACTED]	JPL, GC
2565	[REDACTED]	JPL
2566	[REDACTED]	JPL
	<u>HR</u>	
2567	Next report to give Appendix of with further detail of long term illness	CM
2568	Prepare for WRC meeting	CM
	<u>Corp Comms</u>	
2569	Map list of stakeholders for engagement	BK
2570	Set date for February Exec Conference	CM
2571	Plan for giveaways for 30 <sup>th</sup> anniversary	BK
2572	Stakeholders on board agenda	BMC
	<u>Safety</u>	
2573	cover note 2016 safety plan update	MP
2574	cover note safety policy changes	MP
	<b>PROCUREMENT</b>	
	<u>Contracts</u>	
2575	Media planning – give amt. per company, scale of expenditure	CR
1027.1	It was agreed to recommend to board	
	2. CIE Media planning Selection and award criteria	
	3. Creative advertising	
	<b>BOARD PROPOSALS</b>	
1028.1	It was agreed to recommend to board	
	<u>Advisory papers</u>	
	4. Train Protection	
	<u>Capitals</u>	
	5. CCRP scope change	
	6. Accessibility	
	7. Rosslare pavement renewals	
	8. Closeouts x 2	

- 2576 ATVM closeout – reword re overspend DC  
Admin  
9. Transactions for sealing and signing  
10. Corp Governance updates  
ANY OTHER BUSINESS
- 2577 Accrual to be made in 2016 IM accounts for outstanding BT payment of €1m AC  
Next meeting
- 1029.1 The next board preparation meeting will be held on Wednesday 15<sup>th</sup> March 2017 at 08:30.