

Road Safety Authority

Board Meeting Minutes & Action Tracker

Thursday 24 October 2024

Present	In Attendance
Ms Liz O'Donnell, Chairperson	Mr Sam Waide, Chief Executive Officer
Mr Dave Montgomery	Ms Kim Colhoun, Director of Finance & Corporate Services, Board Secretary
Mr Dónall Curtin	Mr Brendan Walsh, Chief Operations Officer
Mr Derek Cawley	Ms Sarah O'Connor, Director of Partnerships & External Affairs
Mr John Cronin	Ms Laura Byrne, Executive Office
Ms Sarah Johnson	
Ms Ashling Cunningham	

Board Minutes

1	Apologies and Introductions The members were welcomed to the meeting and the apologies were noted.
2	Meeting in the Absence of the Executive The members had a meeting in the absence of the executive.
3	Conflict of Interest Declaration No conflict-of-interest matter was declared by the members present.
4	Minutes from Board Meeting, Decision Record & Action Tracker Memo for Government by Dept of Transport on restructure not issued and postponed for another week. Minutes from the 19 September 2024 were approved by Board Members. Board agreed to close action regarding meeting with PSNI as PSNI have declined the invitation. Timeline to be prepared showing discussions regarding driver testing sanctions with DOT. This should be a two-page flow chart timeline with dates of correspondence and meetings with DOT which discussed driver tester sanctions.



5	Chairperson's Report Board expressed concern regarding the Indecon report. The RSA has cooperated fully with the Indecon report which principal reason for the review was the funding model and operational delays. The executive went to great measures to respond to the report to ensure the information in the report was factually correct. The Chairperson expressed her thanks to everyone at the RSA for their continued work during this time. No Chair has been selected yet which puts the Board in an unsatisfactory position. DoT need to appoint a new Chairperson as soon as possible. Chairperson exiting letter to Ministers, Taoiseach and Tainiste has issued.
6	For Information TY educational Programme Sarah O'Connor joined the meeting. The aim was to introduce the programme to 40 schools initially with 156 signing up for teacher train the trainer 1-day programme, a further 60 schools are signed up. The programme will consist of 10 modules to be taught to students over a 10-week period. It is a jointly funded programme with [REDACTED]. Board flagged need for module for vulnerable road users to ensure the programme is not just car focused. Clarity was raised as to how cycle safety was covered in the programme. The board were advised the Cycle Right programme was offered at national school but low take up for secondary school age to date, but executive will explore if this mix can be included for TY students. The RSA will be owner of the materials as subject matter experts on road safety education and will provide support and training to the teachers. Very positive feedback from teachers on materials and quality of training. Focus for phase 2 (January-June 2025) will be on training wait list teachers, evaluation and planning for scaling programme in September 2025. Upcoming Campaigns Overview provided of the upcoming speed and drug campaigns. Report from [REDACTED] focus group which have three creative concepts on speed, route A will be rolled out in Q1 2025, in line with the focus group findings. Drink driving campaign will focus on real life consequences. Production is progressing Nov-Dec 2024 and filming is to follow. Campaign to launch in May 2025. Production costs for drug driving were part of the [REDACTED] immediate measure funding with media buying costs to be part of 2025 budget.



	Focus groups with [REDACTED] will take place for each campaign going forward. Driver Testing Curriculum Project Update Brendan Walsh joined the meeting to discuss the driver testing curriculum project. This is Action 90 of the Government Road Safety Strategy. 5 focus areas have been identified by reviewing best in class countries, various processes, tools, customer feedback. ADI group will be involved in the process, to capture their views on education aspects. The next steps for the project have been agreed with DOT. A tender for a driving simulator will be prepared subject to funding and will be located in Dublin initially. In discussions with Insurance Ireland, regarding potential customer incentives for those who complete the simulator test and submit their report. Safety critical elements will be considered, and changes will include nighttime driving, motorway driving, grading enhancements. Graduated driving licence is also under consideration, with various options being discussed with DoT Pass rate current at 49% which is lowest in 10 years. Customers are doing 12 lessons and applying for the test but not completing the suggested 48 hours of practice lessons, as required in their logbooks. Update reports on focus areas and impact to driver safety of the project to be shared with Board. [REDACTED] [REDACTED] [REDACTED]
7	Chief Executive Officer's Report Road Safety Update 143 fatalities YTD which is 10 less to same period in 2023. A risk for road safety is E-scooter fatalities and serious injuries may increase, if user demand increases. ADI no shows for mandatory assessments is low and RSA working on regular messaging with ADIs. If the ADI does not attend the assessment, they can continue training learner drivers until their permit expires. An ADI whose registration expires is removed from the register and is denied access to the ADI portal. Michael Rowland to attend the December meeting to provide an update.



DoT have confirmed fee increases and formal letter was shared with Board. The fee increase will take effect from 01 January 2025. RSA are still awaiting clarification on 2024 funding and will ask for an update on the response to the formal fee increase letter.

Planned comms for CEO in the coming period includes both interviews and structured pieces.

Escooters have been banned on public transport. RSA needs to bring concerns regarding increase of fatalities and serious injuries to AGS attention and seek assurances that regulations and enforcement are sufficient.

Recruitment campaign for driver testers has closed with a fantastic response. Interview panels being established from staff across the organisation and speed up process. 8 weeks of training of new hires will take place by current testers. Option to add information updates to the website to better inform the public and customers.

Alison Coleman will attend the December meeting to provide a further update on the cultural assessment since her presentation at the May meeting,

Risk Report 2024

Corp 1 – error on report with reduced scoring to be updated. Further process on this risk is dependent on DOT.

Corp 08 - 3rd party supplier residual risk reduced from 20 to 15 due to progress with CoVIS supplier.

Corp 04 – public service wait times and backlogs residual risk has reduced as risk mitigated as sanction to increase permanent driver testers received from DOT and NCT wait times continue to decrease.

Corp 11 – Data sharing – meeting scheduled with AGS to discuss sharing of collision data. Aim is for sharing agreement to be in place by year end

It was noted going forward that any significant updates from the Executive should form part of the CEO report and not just included in risk update. The impact to residual risk rating of Corp 11, based on this development, was also queried.



8	Items for Future Discussion and Any Other Business • Gender Reporting – the report is to be published in December. RSA to show how they will try and minimise the gap if possible. Action plan needs to clearly address gap or outline if RSA are accepting the gap. • Protected Disclosure Policy has been updated to align to DPER guidelines and will be shared with ARC members ahead of the next ARC meeting. • Board Effectiveness – Board agreement to have the same questionnaire as 2023 for Board and Committees. Next external review will take place in 2025. • 2025 Board Meeting Schedule – Board Members to send RSA any dates when they are unavailable. • Board Software will be run in parallel with Sharepoint for December and January meetings. • Closing of 50 day notice deposit account (XXXX4222) was approved by Board. It was proposed the list of Bank Accounts to be shared at the next ARC meeting.
	Date of Next Board Meeting Wednesday 18 December 2024 in Dublin

Signed: _____
Chairperson

Date: _____

