

Road Safety Authority

Board Meeting Minutes & Action Tracker

Thursday 19 September 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 Laura Byrne, Executive Office
Mr John Cronin	
Ms Sarah Johnson	
Apologies	
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 did not have 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 Minutes from the 25 July 2024 Board Meeting and 31 July 2024 extraordinary meeting were approved by Board Members.
5	Chairperson's Report Board Members and Executive met with Minister Ryan on September 18, 2024, to discuss the review. Keith Walsh Assistant Secretary of DOT was also present. The group discussed the review, organisational changes, lack of approval of funding and resource sanction from DOT in recent years. RSA requested permanent driver testers sanction in June, with no subsequent material change to the no. of testers required, but this was only approved in recent weeks. The Indecon report is being finalised, and RSA



	hopes this will address submitted feedback. No deep dive of public interest remit has occurred as the only review considered customer operations and structure.
6	Update on Review of RSA Concerns outlined with the memo sent to Ministers from DOT which is misleading. The Minister is to make an announcement on October 1 2024, Budget Day. The memo is to be circulated to Board Members along with slides prepared for the meeting which outlines progress on reducing fatalities, recent unsuccessful submissions to DOT, branding exercise completed in 2019, achievements to date including that Ireland is number 6 in EU ratings none of which are included in the Indecon report. RSA feedback and DOT response to be shared. RSA to confirm if the memo was only issued to both Ministers. On 4th September 2024 sanction for up to 200 FTE driver testers was granted by DOT. This will take a number of months before the benefits are realised. The timeline from recent driver tester sanction requests to be shared with DoT. The Minister confirmed that there is no agreement on the options from the review and the final report is still outstanding. The RSTP board needs an independent chair and terms of reference. The RSTP board is not functioning as planned when established. Workshop between RSA and DOT held on the 12th September 2024 to discuss the review and memo. Some feedback was taken onboard by DOT. There are contradictions in the memo and feedback has been sent to DOT and shared with Board members. Concerns raised by Board on where road safety research will sit. Research and education must go hand in hand as research informs education and campaigns. This was agreed in the workshop, but this feedback was not outlined in the memo. Board expressed concerns with losing the RSA brand. In bringing the RSA public interest remit of advocacy, education, campaigns and research into the DOT, the valuable and recognised RSA brand will be lost. A Road Safety organisation needs to be independent and authoritative and have the courage to advocate for road safety measures even in the face of public and political pressure. The report states that self-funding has failed but only calls out funding and resourcing requirements for public interest aspects. The operational side of the organisation will also require funding (via fee increase/ exchequer) and additional resources to address the current shortfalls.



	RSA have engaged with DOT on funding and can confirm that DOT have sent additional information requests from DPENDR to the RSA. Meeting between RSA and DOT on Budget 2025 scheduled for 23rd September 2024, update will be provided to Board. Discussions have commenced regarding fee increase for services meeting SLA. A Department representative on the Board has been suggested, Board highlighted that this is not state culture. An executive board member similar to TII and NTA has been suggested to DoT.
7	Chief Executive Officer's Report Road Safety Update 132 fatalities YTD with a high increase in Donegal. This is an increase of 2 from 2023. A press release could be issued to show the decrease since April 2024 with introduction of AGS 30-minute road safety checks. LGV and HGV reduction in serious injuries was noted, however, this should be interpreted in the context of the very provisional nature of 2024 serious injury data. More information will become available on serious injuries in the coming months; therefore, it is too early to state that there has been a decline. It is expected that driving test wait times will reduce in 2025 when new recruits are commencing employment with RSA and are fully trained. However, increased demand may have an impact. NCT wait times are fluctuating but in a positive direction. [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] The number of ADI no shows has reduced from 11% to 9%. The ADI unit has implemented measures to reduce no shows and is working with the ADI Stakeholder Forum in informing ADI's of these measures. An ADI whose registration expires is removed from the register and is denied access to the ADI portal. Flinebox solution to be brought to more events including upcoming Macra Na Feirme event. Speed TV campaign to be sent to Board for review in advance of any agreed launch. Board would like to review all TV campaigns prior to launch to provide feedback. Need to agree when the best stage is to bring Board into the process to bring feedback. A number of Ministers have expressed concern that the ads are no longer hard hitting. Research shows that hard hitting ads do not resonate with younger people. RSA to confirm why previous ads can no longer be shared or shown or if there are options to buy back the ads.



Discussions ongoing with CoVIS supplier on next steps. Meetings with legal team ongoing. Risk review and deep dive underway. Escrow document to be resigned due administrative to issue on supplier's side. RSA to seek update to next steps in writing from supplier.

RSA wrote to DOT regarding financial position. No update on the NewERA review and reserves. Draft Letter provided to Board for review. July outturn is stronger than expected. No further update from DOT on funding position for 2024 or 2025.

RSTP Update

Phase 2 2025-2027 of government's road safety strategy being reviewed, led by DoT, and with external support and RSA staff. DOT would like less actions and for the actions to be more cross agency. The coordination of the Strategy maybe changed depending on the outcome of the Review. Board concerns as to why RSA are funding the phase 2 contract when they may not be leading on the Strategy

Road Safety User Forum first meeting on 26th September 2024. List of members to be shared with Board. The Forum is to inform Phase 2 of the Strategy and then may be disbanded.

DT Curriculum review will review current driving test and training. Currently trained to drive at the speed limit and not to drive slower. The review is a 2-year programme of work and consultations with ADI forum will take place. Update to be provided by Brendan Walsh at the October Board Meeting.

Risk Report 2024

Corp 8 Third Party Supplier Failure – should decrease due to ongoing CoVIS supplier meetings.

Corp 1 – Road Safety Strategy – wording to be reviewed as RSA cannot be responsible for the implementation when they have no funding or influence. RSA is an agency with actions but not coordinator.



8	Audit & Risk Committee Update Training needs identified by some members and shared. Internal Audit of data governance pushed out due to new hire. Internal Audit will share scope of audit plan in advance for ARC review. ARC will review the audit reports but will not approve them. As agreed, the Road Safety Strategy internal audit report and findings has been shared with DOT. The approach to the review of Risk Management Process differ to other internal audit reviews. The Internal auditor's overall intelligence analysis assessed the RSA as currently "top down". ARC were advised a "top down" organisation is one in which the tone for risk management is set at the top of the organisation. Risk management tool needs review with analysis of other options underway. Risk resourcing is a concern raised by ARC and Board. Currently 412 risks on register with 49% in COO area. COO to attend next ARC meeting. Those risks not on Level 1 register which are above 12 need to be reviewed. Policy and procedures need to be clearer and defined. Risk appetite statement to be finalised. Initial phase to embed risk into the organisation needs more project based resources in immediate term and potentially a dedicated Chief Risk Officer longer term. Resource proposal to be prepared for Board.
9	For Information: Primary Legislative Priorities It was confirmed that legislation requirements to address the ADI no shows issue discussed in this meeting was covered under essential priority: Review and revise the RSA Act, including conferral of functions NCT and Driver Testing Paper to be amended to reflect feedback.
10	Items for Further Discussion and Any Other Business - One Advanced Training - Electric Picnic



	Date of Next Board Meeting Thursday 24 October 2024 in Bow Street, Dublin Update provided on DoT current plans to appointment a new Chairperson was shared. Letter to be sent to Minister on vacant members and chair replacement. RSA to send the previous request.
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Signed: _____
Chairperson

Date: _____

