

# Road Safety Authority

## Board Meeting Minutes & Action Tracker

### Thursday 30 March 2023

<b>Present</b>	<b>In Attendance</b>
Ms Liz O'Donnell, Chairperson	Mr Sam Waide, Chief Executive Officer
Ms Sarah Johnson	Ms Alison Coleman, Director of People, Development and Culture, Acting Board Secretary
	Ms Denise Barry, Director of Strategy, Performance and Transformation
Ms Donna Price	Ms Sinead Hanley, Finance Manager
Mr Kevin Goulding	Ms Laura Byrne, Executive Office
Mr Derek Cawley	Angela Denning, CEO The Courts Service
Mr John Cronin	<b>Apologies</b>
	Ms Ashling Cunningham
	Ms Gillian Treacy

## Board Minutes

<b>1</b>	<p><b>Apologies and Introductions</b></p> <p>The members were welcomed to the meeting and the apologies were noted.</p>
<b>2</b>	<p><b>Meeting in the Absence of the Executive</b></p> <p>The members did not have a meeting in the absence of the executive.</p>
<b>3</b>	<p><b>Conflict of Interest Declaration</b></p> <p>No conflict-of-interest matter was declared by the members present.</p>
<b>4</b>	<p><b>Minutes from Board Meeting, Decision Record &amp; Action Tracker of 23 February 2023</b></p> <p>A change was requested to the ARC meeting notes regarding the independent validation of the internal audit function every 5 years under IIA standards and the minutes were updated.</p> <p>It is noted that Deloitte (internal auditors) should be invited to participate in future board effectiveness reviews.</p> <p>Minutes approved by Board members.</p>
<b>5</b>	<p><b>Chairperson's Report</b></p>



	<p>Board appointments discussed. Board updated that the requested for 4 positions has been submitted to DOT who will make an application to State Boards.ie to advertise the roles. RSA have highlighted the need for a chartered accountant by August 2023.</p> <p>Speed limit review has not been released to the Minister, but recommendations have been reviewed by the RSTP group. Once the Minister has reviewed the report it will be shared with Board Members.</p> <p>AGS held the Bikesafe launch held on 28 March 2023. The event is important due to the increase of motorbike fatalities and serious injuries. AGS will take applications from those interested in improving their safety, skills and awareness when driving a bike. It will be delivered in a workshop setting and is a specific action within the Government Road Safety Strategy i.e. Action 113</p>
<p>6</p>	<p><b>Presentation by The Courts Service</b></p> <p>Angela Denning joined the meeting.</p> <p>Ms Denning provided an overview of the Courts Service and its programme of modernisation to be undertaken over a 10-year period.</p> <p>Courts service aiming to integrate historical databases to improve data quality and data sharing with stakeholders. Courts service working on a data dictionary to ensure similar understanding of terms across its organisation. The Justice Hub is used for sharing data internally and with AGS.</p> <p>The Criminal Defence Tracking system (CCTS) data system which includes road safety offences is being developed. Current challenge is to breakdown categories of offences at a granular level to have a clear view of types of offences. Court Service aims to publish more public data to reduce queries.</p> <p>Minister for Justice will be bringing a paper to Cabinet on the use of PPSN in criminal justice system. The AGS will be able to match a driving licence with a PPSN number. RSA and Courts Service to discuss how this could apply for digital licences.</p> <p>Courts Service hoping to update legislation for offence of failing to produce a driving licence. The new offence would be failure to produce to the court clerk.</p> <p>Courts service working on AGS to give the driver number to the Courts Service when available.</p> <p>Discussions occurred around the use of the poor box for road traffic offences. This is under review by the Courts Service.</p> <p>The Board thanked Ms Denning for her presentation.</p>



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**Chief Executive Officer's Report****Road Safety Update**

The CEO confirmed the number of fatalities is 45 since the report was published.

Ministerial meeting held 22 March 2023 which raised the need for increased funding for AGS and Go Safety contract.

No fatalities in a 9-day period over the St Patrick weekend. Campaign launch held with Tommy Bowe. RSA to review available data and social media to understand if the campaign had an effect on this 9-day trend.

Stop, Sip and Sleep ad for fatigue drivers discussed. Focus should be on cat b drivers as not as relevant for commercial drivers who use the digi-tacho to ensure breaks.

RSA hopes to have NCT SLA back in place by end of June.

Sanction received from DOT regarding up to 75 new Driver Testers for temporary 23-month contracts, this was requested in December 2022 and received from DOT on 31 March 2023. The roles will go to ad on April 11 with aim for new recruits to be operational by end of September. Training will be delivered in house which will lead to a loss of capacity for a 7-week period. Demand will be monitored during this period and RSA will need to reapply for a sanction for permanent testers if demand is maintained at current levels consistently over a 12-18 month period.

**Risk Report March 2023**

Reviewed and approved by Board.

**Road Safety Transformation Performance**

Road Safety Transformation Programme Board meeting held on 16 March 2023 with Ministerial meeting on March 23. The 7 priorities areas to be the focus for 2023 were outlined.

RSTP to consider changing targets set in RSS as they may not be realistic. Board is not in favour of changing the dates committed to.

RSA led Action 46 is red as due in Q4 2022, this is now pushed to Q3 2023. The Action has been blocked and relates to fixed charges for foreign commercial operators. The issue concerns EU enforcement changes in mobilisation package and Brexit. Enforcement against non-EU operators is being progressed by DOT.

Recruitment of enforcement officers will begin in Q3 and coming onstream in 2024. Enforcement officers need AGS to take part in roadside checks as they do not have the powers to pull drivers over. [REDACTED]



	<p>RSA to ask AGS to ensure a number of the new recruits in AGS's current campaign are placed in roads policing.</p>
<p>8</p>	<p><b>Business Planning &amp; Budget 2023 – Denise Barry and Sinead Hanley</b></p> <p>Denise Barry and Sinead Hanley joined the meeting and gave an update of the budget and business plan for 2023.</p> <p>Sinead Hanley presented a high-level walk through of the revised financial position for 2023. Meeting had been held with Chair of the ARC in advance of this meeting.</p> <p>██ ██</p> <p>NDLS front office opening are causing extra costs as the demand is not there. RSA will ensure NDLS front offices are not closed.</p> <p>RSA are focused on RSS and 7 priority areas agreed at the RSTP meeting, service delivery and programmes essential to RSA such as cyber security and business continuity.</p> <p>Board agreed to approve the revised budget and business plan.</p> <p>Documents are to be shared with DOT.</p> <p>Denise and Sinead left the meeting, and the board thanked them for the update.</p>
<p>9</p>	<p><b>E-scooter awareness campaign – strategic overview</b></p> <p>Sarah O'Connor joined the meeting and updated the board on proposed communication and awareness campaigns for t for eScooters.</p> <p>Bill is at report stage and hope to be passed in April. Technical regulations will then be with EU body for 3 months. The legislation is an amended to the Road Traffic Bill to update cycling piece to include eScooters. RSA recommendations on age of user at 16, speed of 20km/h, won't be able to carry goods etc have been considered and are incorporated into the DOT's approach.</p> <p>Comms to be developed and launched before eScooters are legal to ensure public awareness. Rules of the road will need to be updated.</p> <p>B&amp;A research on users discussed. Comms needs to ensure awareness of users and drivers aswell as education for buyers and users.</p> <p>RSA to confirm if fixed charges will be applied if a user is caught speeding.</p>



	<p>Chair was clear that this will require political leadership and engagement. RSA will also engage with rental companies. RSA to consider using rental companies training materials.</p> <p><b>Comms</b> RSA comms strategy to be discussed at the May Board Meeting and calendar of events to be shared.</p> <p>Seatbelt Sherriff event has been cancelled for 2023 but competition will remain. Possibility of having winners attend Leading Lights Award Ceremony.</p> <p>International Conference on June 01 is postponed. Annual Conference will take place in October. Theme of the Conference to be confirmed. Possibility of displaying all RSA’s work on awareness and advertising at the Conference.</p> <p>Board thanked Sarah for her presentation.</p>
<p><b>10</b></p>	<p><b>Statement of Internal Controls and Governance</b></p> <p>Board noted and approved the statement of internal controls and governance documents.</p>
<p><b>11</b></p>	<p><b>Items for Further Discussion and Any Other Business</b></p> <p>MAIS 3 report to be presented in May meeting</p> <p>2022 redacted board minutes to be added to the external website.</p> <p>DOT will be doing a review of RSA as this has done been completed previously. Board in agreement with review given DOT’s obligation to undertake reviews of state agencies every 5 years.</p>
<p><b>11</b></p>	<p><b>Date of Next Board Meeting</b></p> <p>The next Board meeting will be on Friday 26 May 2023 in Ballina with meeting in RSA offices on Friday morning.</p>

**Signed:** \_\_\_\_\_  
**Chairperson**

**Date:** \_\_\_\_\_

