

Road Safety Authority

Board Meeting Minutes

Friday 25th October 2019

Present	In Attendance
Ms Liz O'Donnell	Ms Moyagh Murdock CEO
Ms Aileen O'Toole	Mr Pearse White, Director of Finance & Commercial Services & Board Secretary
Ms Gillian Treacy	
Ms Donna Price	Apologies
Mr John Lumsden	Mr Dimitris Karagiorgis
Mr Kevin Goulding	

Board Minutes

The meeting commenced at 8.30am at No 9 Upper Pembroke Street, Dublin 2	
1	Apologies and Introductions Ms Liz O'Donnell, Chairperson welcomed the members to the meeting.
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 of previous RSA Board Meeting The members considered the minutes of the meeting of the 30 th September 2019. The Chairperson walked the members through the minutes and any matters arising.

	Following the review, the members approved the minutes.	
5	<p>Chairperson's Report</p> <p>Ms O'Donnell updated the members on her activities since the last meeting.</p> <p>Ms O'Donnell also informed the members of her upcoming events including a meeting with the Commissioner of An Garda Siochana on the 25th November 2019 and the World Day of Remembrance for Road Traffic Victims being held on the 12th November 2019.</p> <p>Ms O'Donnell also referenced the EU Road Safety Exchange Programme which will see Ireland being twinned with both Portugal and Romania to assist both countries in their road safety programmes and performance.</p> <p>Ms O'Donnell completed her report by acknowledging the receipt by Ms Moyagh Murdock, CEO of the TISPOL Special Recognition Award for Road Safety.</p> <p>The members noted the Chairperson's Report.</p>	
7	<p>Road Safety Strategy Update</p> <p><i>Road Safety Update</i></p> <p>Ms Murdock, informed the members that to date in 2019, 121 fatalities have been recorded which represents 7 more fatalities than for the same period in 2018.</p> <p>Ms Murdock gave the members a status update on the Unaccompanied Learner Driver situation and informed the members of the upcoming road safety winter campaign which will focus on social behaviour on Sundays and on off peak times.</p> <p>The members noted the road safety update.</p>	
8	<p>Chief Executive Officer's Report</p> <p>Ms Murdock, brought the members through the following elements in her report;</p>	

- Brexit Update and the related UK Licence Exchange project where the executive has engaged with its NDLS partners to put in place a resourcing plan to meet the anticipated demand for license exchanges until the 31st October. Ms Murdock informed the members that the project is progressing well with daily demand of between 500 and 600 licences being handled at present.
- The members were made aware of the Authority's dependence on the DVCS D to deliver an API interface which is a critical element of the NDLS on line project and of the engagement that is taking place with the Department of Transport Tourism and Sport on this matter.
- Ms Murdock also briefed the members on the public consultation being conducted by the Department of Transport Tourism and Sport on e-scooters, driver testing, the NCT service and on engagement taking place with the Irish Road Haulage Association.

In line, with the CEO Report, Mr Pearse White brought the members through the Risk Report for October noting that an update of the report took place since September where new risks have been added, existing risks have been superseded and additional narrative has been provided to inform the members.

Corporate Plan Update Q3 2019

Mr Pearse White brought the members through an update on the progress of the key initiatives in the 2019 Business Plan which the members noted.

The members were also brought through the Authority's Key Performance Indicator Report for Q3 2019 also.


The members noted the CEO, the Risk Report and the Corporate Plan update reports.

9

Contract Modification Request for NDLS CLPU Contract for UK License Exchange Phase II Project

Further to the Brexit update provided by Ms Murdock as part of her CEO report, Ms Murdock explained to the members that the additional work required to be performed to meet the demand for UK license exchanges by the back office licence processing contractor, requires a contract modification to the existing back office contract.



	<p>The members were briefed that the modification does not alter the overall nature of the contract.</p> <p>The members noted the information and approved the contract modification.</p>	
10	<p>Recommendation of the Preferred Tenderer for the Contract for the Provision of Content Management System and Related Services</p> <p>Mr Pearse White brought the members through the requirement for a contract for a new Content Management System where the current Authority's website is 10 years old, in need of complete modernisation, is not customer centric or responsive to their needs and does not accommodate modern web features such as device responsiveness and video content.</p> <p>The members were informed that the content management system will form part of the overarching digital engagement strategy that is being deployed at present as part of the ICT roadmap.</p> <p>The members informed that a functioning content management strategy and system will address the main query drivers that are taking place at present in the call centres and in respect of the Authority's public services which will reduce cost and ensure a more responsive platform is in place to meet customer's needs.</p> <p>The members were informed that this contract will address a new enterprise wide content management system, will develop an enterprise wide content management strategy, redesign the corporate website and migrate a number of independent microsites onto a new platform.</p> <p>The members noted the excellent response from the market to the tender and the evaluation process itself.</p> <p></p> <p>The members approved the recommendation of Arekibo as the preferred tenderer and for the cooling off period to start.</p>	
11	<p>Items for Future Discussion and Any Other Business</p> <p><i>Board Schedule 2019 & 2020</i></p> <p>The members were informed that the planned meeting for the 27th November would not take place and that the next meeting will take</p>	

	<p>place on Friday 24th January 2020.</p> <p>The members were informed that the meeting schedule for 2020 will be communicated to them in due course.</p> <p>Members were also informed that the Audit & Risk Committee are meeting on the 22nd November at which the Authority's Draft Business Plan and Budget 2020 will be presented for review.</p> <p><i>Board Term Expirations</i></p> <p>Ms Liz O'Donnell informed the members that this was the last meeting in the respective terms of both Ms Aileen O'Toole and Mr John Lumsden. Ms O'Donnell thanked both Ms O'Toole and Mr Lumsden for their respective contributions to the Board over the term and that they will be sadly missed.</p> <p>Ms Murdock thanked both on behalf of the executive for their service to the Board. Both Ms O'Toole and Mr Lumsden spoke of their time on the Board and thanked the members for their good wishes.</p>	
12	<p>Date of Next Board Meeting</p> <p>The next Board meeting will be on Friday 24th January 2020 at 8.30am at No 9 Upper Pembroke Street, Dublin 2.</p>	

Signed: c: > / I


Chairrson

Date:

24 Jan 2020

