

Road Safety Authority

Board Meeting Minutes & Action Tracker

Thursday 30th September 2021

Present	In Attendance
Ms Liz O'Donnell, Chairperson	Mr Sam Waide – Chief Executive Officer
Mr Dimitris Karagiorgis	Mr Pearse White, Director of Finance & Commercial Services & Board Secretary
Ms Sarah Johnson	Mr Tim Lucey and Mr Paddy Mahon, CCMA.
Mr Derek Cawley	Ms Denise Barry, Director of Strategy, Policy & Technology
Ms Ashling Cunningham	Ms Laura Byrne, Admin Support
Ms Gillian Treacy	
Mr John Cronin	Apologies
Mr Kevin Goulding	Ms Donna Price

Board Minutes

1	<p>Apologies and Introductions</p> <p>Ms Liz O'Donnell, Chairperson welcomed the members to the meeting and noted the apology.</p>
2	<p>Meeting in the Absence of the Executive</p> <p>The members did not have a meeting in the absence of the executive.</p>
3	<p>Conflict of Interest Declaration</p> <p>No conflict-of-interest matter was declared by the members present.</p>
4	<p>Minutes of RSA Board Meeting, Decision Record and Action Tracker of the 29th of July 2021</p> <p>The members considered the minutes of the meeting of the 29th of July 2021 and made one change to the minutes. The Chairperson also walked the members through the minutes, the related action tracker and any matters arising.</p> <p>Following the review and a status update given in relation to the outstanding actions, the members approved the minutes.</p>

5	<p>Chairperson’s Report</p> <p>Ms O’Donnell informed the members of her activity since the July meeting including her engagement with An Garda Siochana on ongoing road safety campaigns.</p> <p>Ms O’Donnell also informed that it is intended that the new Road Safety Strategy will be approved and launched in October and once approved, that it will be shared with the members.</p> <p>The members were also informed that it is planned that the Board will meet in person at the October meeting.</p> <p>The members noted the Chairperson’s Report.</p>
6	<p>Chief Executive Officer’s Report</p> <p>Mr Sam Waide, CEO brought the members through the following in his report:</p> <p><i>Road Safety Update</i></p> <p>Mr Waide brought the members through the latest road safety outcomes YTD 2021 in terms of fatality and serious injury statistics and long-term trends as well as the relevant key road safety metrics in driver testing, vehicle roadworthiness, enforcement and education/awareness campaigns. The members were also taken through the road safety key campaigns.</p> <p><i>Road Safety Strategy 2021-2030</i></p> <p>Mr Waide informed the members that the draft strategy is currently with the Department of Transport seeking feedback and approval. The members were informed that the strategy is scheduled for approval in October and that he will continue to engage with the members so they can access the strategy once it is approved.</p> <p><i>Operational & Public Service Update</i></p> <p>Mr Waide informed the members in respect of the current wait times and capacity planning initiatives that are taking place across a number of public services as well as the impact of the Driver License & Learner Permit Extension that the members noted. Mr Waide informed the members of the planned move from 7 to 8 driving tests being conducted per day and that the Driver Theory Test Service will be online from November.</p> <p><i>Public Affairs & Policy</i></p> <p>Mr Waide gave the members an update in respect of legislation, policy engagement with the Department of Transport and the stakeholder/political engagement that has</p>

	<p>taken place since the July meeting. As part of this update, Mr Waide informed the members of the current status of the planned e-scooter legislation.</p> <p>Other Matters</p> <p>Mr Waide concluded his report by referencing the progress on the new RSA Corporate Plan 2022-2025, the phased Return to the Office of clerical staff from the 20th September, an update on the ongoing Organisational Review that is taking place at present and the development of the Road Safety Transformation Office.</p> <p>Risk Report September 2021</p> <p>Mr White informed the members of the progress being achieved by the executive in respect of a new Risk Management Framework and that the risk report as presented reflects the new approach to risk management. The members were then brought through the detail of the risk report which included a summary of the risks at present, a heat map outlining the trend in the Authority's top risks and the methodology that the executive is employing to identify and ensure top risks are captured as well as the assessment of impact and likelihood of risks.</p> <p>The members noted the CEO and Risk Reports.</p>
7	<p>Mr Tim Lucey and Mr Paddy Mahon of the County & City Management Association (CCMA) joined the meeting at this stage:</p> <p>Road Safety Briefing:</p> <p>Ms O'Donnell welcomed Mr Lucey and Mr Mahon to the meeting and the members were brought through the structure and policy development areas of the CCMA by Mr Lucey.</p> <p>Mr Lucey proceeded to walk the members through a detailed analysis of the role Local Authorities play in the following areas of particular relevance to the RSA as follows;</p> <ul style="list-style-type: none"> • the role of Road Safety in Local Authorities • road engineering programmes • road safety promotion and awareness activities • the role of speed limits and • vulnerable road user programmes and the active travel programmes. <p>Mr Mahon addressed the members by outlining the specific actions that the CCMA and Local Authority will undertake under the new Road Safety Strategy in the pillars of Engineering, Speed & Traffic and Collaboration.</p> <p>The members were given an outline of the Map Road Tool that maps where collisions take place to inform the mapping of historic collisions on regional roads so as to identify areas needing improvement.</p> <p>Mr Mahon outlined the importance of data sharing under the new Strategy between</p>

	<p>public bodies and it was agreed that the timely use and sharing of data would be a key enabler under the new strategy.</p> <p>The members engaged with Mr Lucey and Mr Mahon on a broad range of issues and agreed that more formal engagement and collaboration should take place between the CCMA and the RSA at a sectoral level.</p> <p>It was agreed that the CCMA Presentation would be shared with the members after the meeting.</p> <p>Ms O'Donnell thanked Mr Lucey and Mr Mahon for their most informative presentation and agreed that follow up will take place through the governance structures that are being put in place under the new Strategy.</p> <p>Mr Lucey and Mr Mahon left the meeting at this stage.</p>
9	<p>Ms Denise Barry, Director of Strategy, Policy & Technology joined the meeting at this stage.</p> <p>RSA Corporate Plan 2022-2025 – High Level Overview</p> <p>Ms Barry gave the members an overview of the development of the corporate plan to date including the engagement exercise with relevant stakeholders and that it is intended the plan will be brought before the Board for approval at the October meeting.</p> <p>Ms Barry gave a recap of the five strategic themes underpinning the strategy which are;</p> <ul style="list-style-type: none"> • Customer Experience • Supporting People to Drive Change • Innovation in Everything We Do • Organisational Excellence • Partnership & Collaboration. <p>Ms Barry then outlined what good will look like under each of the themes, the immediate priority areas that will be included in the 2022 Business Plan and how the plan will be operationalised and delivered in reality over the four-year period.</p> <p>Ms Barry concluded her presentation by informing the members of the new elements in the plan around governance/oversight, the incorporation of risk management and the implementation of progressive performance measurement and reporting structures.</p> <p>The members engaged in a discussion on the plan and requested that diversity/inclusion is reflected in the plan, and this was agreed.</p> <p>It was agreed that the Corporate Plan Presentation would be shared with the members after the meeting.</p>

	<p>██████████ as the preferred tenderer under Lot 2 ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████ ██████████</p>
12	<p>Items for Future Discussion and Any Other Business</p> <p><i>October Board Meeting</i></p> <p>The Chairperson informed the members that it is intended to hold the October meeting in person and that more information will be shared with the members in advance of this.</p> <p><i>2022 Meeting Schedule</i></p> <p>The members were brought through the proposed meeting schedule for 2022 which includes eight meetings planned for 2022 in same schedule as 2021 starting at 8.30am and taking place on last Thursday of the relevant month. It was agreed the members would review and come back at the October meeting to agree.</p>
13	<p>Date of Next Board Meeting</p> <p>The next Board meeting will be on Thursday 28th October 2021.</p>

Signed: _____
Chairperson

Date: _____