

Road Safety Authority

Board Meeting Minutes & Action Tracker

Thursday 30 January 2025

Present	In Attendance
Mr Dónall Curtin Acting Chairperson	Mr Sam Waide, Chief Executive Officer
Mr Dave Montgomery	Ms Kim Colhoun, Director of Finance & Corporate Services, Board Secretary
Mr Brian McCormick	Ms Nessa Kelly, Director of Strategy, Performance & Transformation
Mr Derek Cawley	Mr Brendan Walsh, Chief Operations Officer
Mr John Cronin	Ms Laura Byrne, Executive Office
Ms Sarah Johnson	

Board Minutes

1	Election of Acting Chairperson Donall Curtin appointed as Acting Chairperson by the Board Members.
2	Apologies and Introductions The members were welcomed to the meeting, there were no apologies.
3	Meeting in the Absence of the Executive The members had a meeting in the absence of the executive.
4	Conflict of Interest Declaration No conflict-of-interest matter was declared by the members present.
5	Minutes from Board Meeting, Decision Record & Action Tracker Board Meeting 18 December 2024 were approved by Board. Board Meeting 13 January 2025 were approved by Board. The open actions were reviewed and updates provided by the executive. All additional requests from Board regarding these actions are reflected in the open actions of the January minutes.



6	Chairperson's Report Consolidated Report: self-assessment of the Board Effectiveness 2024 Proposal of actions to address issues to be prepared by executive for Board. Draft Annual Work Plan The Board asked for monthly board meetings. February was scheduled for 27th February 2024 at this meeting. Financial Statements to be reviewed by ARC in February in advance of issuing to DOT as prescribed under the code. RSA to review Code of Practice regarding Financial statements requiring Board review as opposed to ARC review. Suggested external presenters to the Board in 2025 included the Minister for Transport, DOT Assistant Secretary and Roads Policing Assistant Commissioner Hilman to attend a meeting.
7	Items for Decision Draft Business Plan and Budget 2025 The draft Business Plan and Budget 2025 was presented to the Board. It was noted that no costs related to the RSA transformation were included as part of the 2025 estimates submitted in July DOT advised the RSA to assume no costs in these areas for 2025, which were included in RSA assumptions to these estimates. As Indecon recommended that NDVF move to RSA, another assumption in the 2025 estimates process was that the DVCSD expenditure was not necessary. The Board was advised that the RSA have prioritised must do projects. Complex multi-annual projects are underway as well as are harbor contracts and other contractual commitments. List of capital projects, 2025 budget and 2025 deliverables to be provided to the Board as a supplementary paper. The Board approved the 2025 Business plan and budget, however the Board requested a more detailed Road Safety Public Interest Annual Plan, which includes a detailed breakdown of the €18m ringfenced funding, in advance of the next Board meeting, in February, where approval of this plan will be sought. Approval for the award of a Concession Contract for the Provision of Essential Driving Training and Initial Basic Training Logbooks Award approved by Board.



	A Procurement deep dive was suggested to be scheduled with ARC on 2025 procurement plan and, internal controls
8	Items for Information RSA Driver and Vehicle Services Update COO provided an update on driver and vehicle services to members and responded to Board queries.
9	RSA CEO Board Report Road Safety Update Joint Bank Holiday campaign event with AGS this morning with Minister Canney to attend. DT Recruitment campaign is ongoing with aim to restore SLA to 10 weeks with aim of end of 2025. Agreed for paper to be brought to the next meeting. This paper will be shared well in advance of the Board presentation. Comms Group met on 22 January 2025 Terms of Reference not yet signed off. RSA is hoping to meet with the incoming Minister in the coming weeks. Talking points to be drafted for the new Minister so the Board can offer their opinion. Risk Register The Executive presented the corporate risk register and responded to Board queries. Risk escalation – DLNDLS18 - DTT/NDLS risk Board accepted CLT decision does not escalate this risk at the moment given its current rating of 10. Corp 4 - Public service wait time has reduced and driver testing recruitment is underway and NCT is meeting SLA. Corp 11 - Data Collision – Executive provided an update to Board regarding ongoing discussions with AGS on data fields and frequency of receipt of data while ensuring GDPR compliance. RSA has S.8 in place to receive data and share onwards. Currently no changes and current frequency of daily are being received.
10	End of year trends – 2024 fatalities and serious injuries / dangerous behaviours Agreed to move this presentation to the 27 February 2025 meeting. RSA to include overview of topics discussed in Eamonn Ryan's Irish Times Article including culture on the roads, urban v rural, cycling specific measures v car specific measures and impact of road conditions.



11	Items for Future Discussion and Any Other Business • Removal of Board Hub, closing Board RSA emails and collection of RSA devices. • Query raised by Board as to whether there are different rules of road for shared spaces.
	Date of Next Board Meeting Thursday 27 February 2025 in Dublin

Signed: _____
Chairperson

Date: _____

