# Road Safety Authority
# Board Meeting Minutes & Action Tracker
## Thursday 26 June 2025

| Present | In Attendance |
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| Ms Anne Graham, Chairperson | Mr Sam Waide, Chief Executive Officer |
| Mr Dave Montgomery | Mr Brendan Walsh, Chief Operations Officer |
| Mr Brian McCormick | Ms Sarah O'Connor, Director of Partnerships & External Affairs |
| Mr Derek Cawley | Ms Nessa Kelly, Director of Strategy, Performance and Transformation |
| Mr Dónall Curtin | Mr Keith Walsh – Assistant Secretary, Dept of Transport |
| Ms Sarah Johnson | Ms Laura Byrne, Executive Office |
| Mr John Cronin | Ms Niamh Reilly, Support |

## Board Minutes

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| 1 | **Welcome**<br>Anne Graham, the Chairperson welcomed everyone to the meeting. |
| | **Apologies and Introductions**<br>There were no apologies. |
| 2 | **Conflict of Interest Declaration**<br>No conflict-of-interest matter was declared by the members present. |
| 3 | **Minutes from Board Meeting, Decision Record & Action Tracker**<br><br>Board Meeting minutes from 30 May 2025.<br><br>Board discussed edits to the minutes including:<br>Update to ARC minutes to state there was a concern expressed that draft driving test recovery plan hadn't been circulated to board prior to sending to Minister however timeframe didn't allow for that. ARC requested a review of internal procurement oversight and contract management procedures.<br><br>Minutes approved with updates and clarifications discussed. |

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| 4 | **Chairperson's Report**<br><br>**Chairperson Comprehensive Report to Minister**<br>Key personnel changes name spelling of Aisling Cunningham to be updated.<br><br>Circular 14 2021 to be noted in the document and RSA compliance.<br><br>Remove 3rd last paragraph as it is not necessary- Please note this is just an example of a circular requirement and the agency should comply with all relevant circulars that request an update in the Chair's report).<br><br>Discussion on whether to include reference to government decision made in November 2024 on restructuring RSA and statement that RSA commits to working with all stakeholders to ensure this is done in the most effective manner. Additional text to be shared by the Chairperson and Executive with Board Members for review and approval prior to submission to DoT.<br><br>**Non-Commercial Code Checklist**<br><br>Page 3 role of Board section 3 of compliance. Explanation states ARC review but it is not under the terms of reference of ARC responsibility to review. They have examined parts and notes should be amended. This is a board responsibility.<br><br>Section 138 – remove most recent update to People Strategy.<br><br>Tick boxes to be reviewed to ensure all questions are answered. |
| 5 | **Audit & Risk Decision Update**<br><br>**ARC Report from meeting on 30 May 2025**<br>Risk report noted. Some work required to document how a directorate risk moves to corporate register. If delivery date for action is pushed out, it needs to be reported with reasons for delay. |
| 6 | **For Decision**<br><br>**Chief Risk Officer Appointment**<br>This topic was discussed in the absence of the Executive.<br>Board approved the appointment. |
| 7 | **For Information** |

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| | **Proposal for Initial Influencer test activity**<br>Meeting with DOT comms group held yesterday and some minor changes to the paper submitted to Board discussed.<br><br>Risks discussed with Board have been taken on board, risk mitigation has taken place. The impact of the use of influencers will be assessed and a long-term policy will be brought back to Board Members. Legal advice to be sought on the agreement with the influencers and shared with Board once available.<br><br>Post campaign analysis will be completed after each campaign. |
| **8** | **Proposed approach on Engagement with Oireachtas**<br><br>Document reviewed and Board had no queries.<br><br>Letter to be sent to JOC Chair on clarifications discussed from JOC session on June 11. Separate updates to be sent to committee members on their questions. |
| **9** | **RSA CEO Board Report**<br>**Road Safety Update**<br>Meetings continue with Minister Canney on driver testing recovery plan.<br><br>Meeting also held with Minister Buttimer to discuss transport in rural areas.<br><br>Report on fatalities and serious injuries noted. Motorcyclist and pedestrian fatalities increasing as a proportion of fatalities.<br><br>Reporting on fatalities and serious injuries demographic reporting changes discussed and whether it is possible to include a rolling 12-month graph. Trends shared with JOC to be shared with Board.<br><br>Request to clarify whether Serious injuries YTD and 2024 data is correct. E-scooters figures for 2025 to be checked as currently states 0.<br><br>Spike of fatalities has occurred in July/summer curve over the last number of years. Request to discuss with AGS to have increased enforcement for these months and track if behaviours change. Discussion on the different campaigns. Agreed that a new campaign was required for motorcyclists when research has been completed. Motorcyclist injury research to be |

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| | released in July. Annual plan shared and approved with Board and month to month changes are not possible. Plan for next year could include this campaign.<br><br>Need to ensure AGS continue with safety cameras rollout as well as increased enforcement. Need to reconfirm if the 30-minute road safety monitoring by AGS members is continuing.<br><br>Comms steering group meetings are held monthly led by DOT. Performance of speed campaign brought to the group as well as influencer update. September to December plan to be discussed at the next meeting.<br><br>**RSTP Update**<br>DOT are now leading on the Road Safety Strategy. The Partnership Board has been renamed to Road Safety Leadership Group led by DOT. RSA has been supporting DOT on the transition. Phase 2 statement to be released by DOT and launch to be held.<br><br>It was suggested that an independent Chair should be appointed for this group.<br><br>**Risk Register**<br>Risk management policy and appetite statement to be rolled out throughout organisation. Will then link directorate risks to corporate risks together and current tool allows this. Working with vendors reporting on risks outside of appetite and how they link to corporate risks.<br><br>Review of residual risk rating score has occurred.<br><br>7 risks are outside of appetite due to the decision to split Corp 3 mitigation and the standards are different. 5 risks are trending in the right direction and being worked on. Risk appetite to be reviewed with the team.<br><br>Reviewing Corp 13 which is DTT NDLS procurement and will be increased after DOT meeting.<br><br>Discussion on NCT wait times and bookings occurred. Report from JOC to be shared with the Board. Working on the NCT booking system to try to have a better system and lead time. Contract changes may be necessary. |
| **10** | **Driver Test Service Recovery**<br><br>Report on Driver Test Service recovery noted. Board thanked the team for all the efforts in delivering ahead of schedule. |

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| | Multiple Learner permits details and target plan to be shared at the next meeting. |
| 11 | **Guest Speaker – Keith Walsh – DOT Assistant Secretary**<br>*Keith Walsh joined the meeting.*<br><br>Road Safety Strategy<br>The DOT wanted a tighter action plan with clearer actions. Discussion on Road Safety Strategy Action Plan process with DOT responsible for the final version. 12 primary high informative actions with close to 80 ongoing support actions. Aim is to go to Cabinet for consideration in July with publish and launch. DOT will have a central role in monitoring and oversight of the Strategy actions and stakeholders. RSA will continue to play a key role in delivering the strategy.<br><br>Ministerial / Departmental priority<br>Driver testing delays is a concern for the Minister. Plan has been shared, and 2 milestones have been reached successfully. Will aim to keep pressure to meet September deadline for the service. RSA needs to own the narrative on the plan and service to reach 10-week target.<br><br>Multiple learners permit concern to be progressed once the SLA has been met, the Minister will then sign the regulations.<br><br>NCT is in a better place to previous but conscious its only meting SLA 12 days in the last few weeks. Need to ensure no slippage.<br><br>Procurement of DTT/NDLS meeting held with DOT. The review of the service needs to be aligned to reform of RSA and the investment aligned to public spending code. DOT want assurance that what is planned will work for the future. It was discussed that failure to deliver is a major risk for the Board and if there is possibility to progress some aspects of the procurement without incurring a huge cost.<br><br>Licence exchange and concerns around delays which are not with RSA, but the licensing country were discussed.<br>Increase immigration and increased population in Ireland is a broader issue. Need to ensure that we are planning for the increasing population in all service delivery.<br><br>DoT wants to continue work with RSA on hazard perception testing and driving test curriculum which are longer term projects.<br><br>Reform of RSA |

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| | Government made a high-level decision to split the RSA into two independent entities. DOT are reviewing models in place for Government agencies and work through possible options and work out best fit for RSA functions and implications of the split.<br><br>Concern with loss of independent voice of RSA. DOT anxious to maintain independent voice of the Authority.<br><br><u>Other topics</u><br>• Work with Dept of Education has been a great achievement, and we will see the benefits for coming years.<br>• Action 07 of Phase 1 Road Safety Strategy – Research by RSA in the area of the introduction of re-education and awareness programmes as opposed to fines was brought to the Road Safety Partnership was very well received and will have a direct impact on road safety policy in the future.<br>• Road Safety Leadership Group – board raised the need for an Independent Chair of this group. DOT raised concern if an independent Chair would have the necessary powers to ensure the group meets its tasks. It was suggested that Road Safety User Form should have a greater role in assisting in policy development and maybe an independent Chair of that group would be valuable to advise on the delivery of the road safety strategy. |
| **12** | **Items for Future Discussion and Any Other Business**<br><br>• Draft Annual Report 2024 – revised version to be shared with Board with cover page edits. |
| **13** | **Meeting in the Absence of the Executive**<br><br>The members had no meeting in the absence of the executive. |
| | **Date of Next Board Meeting**<br><br>Thursday 31 July 2025 in Dublin |

**Signed:** ________________________________

**Chairperson**

**Date**: