Road Safety Authority

Board Meeting Minutes

Thursday 29 January 2026

Present	In Attendance
Ms Anne Graham, Chairperson	Mr Sam Waide, Chief Executive Officer
Mr Dave Montgomery	Mr Brendan Walsh, Chief Operations Officer
Mr Brian McCormick	Mr Michael Rowland, Director Research, Standards & Assurance
Mr Dónall Curtin	*Ms Alison Coleman, Director People, Development & Culture
Ms Helen Hughes	*Ms Nessa Kelly, Director of Strategy, Performance and Transformation
Mr Adrian Moynihan	Mr Des O’Brien, Director of Finance & Commercial Services
Apologies	*Mr Gerry Maguire, Director of Technology, Platforms & Solutions
Ms Sinéad Kilkelly	

- Minutes taken by Ms A. McGowan, Board Secretary *Attended virtually

Item	Agenda
1	**Introduction and Apologies** The Chairperson welcomed everyone to the meeting. Ms Sinéad Kilkelly sent her apologies in advance of the meeting.
2	**Conflict of Interest Declaration** There was nothing to declare.
3	**Minutes from 11 December 2025 Board Meeting** The minutes of the meeting of 11 December were reviewed and approved. The list of actions was reviewed. The publication of Board minutes on RSA website was discussed.
4	**Draft 2026 DOT & RSA Oversight Agreement** The Board reviewed the draft oversight agreement for 2026 between the Department of Transport (DOT) and RSA. Subject to the Chair working with the DOT to refine key items discussed, the Board approved the Oversight Agreement.
5	**FY25 Outturn and FY26 Budget** The report was taken as read. It was noted that further engagement with the DOT is required to determine what the funding model will be. The timing of any potential annual fee revisions was discussed noting that any proposals would need to come at the start of Q3 for implementation in following calendar year. The Board approved the 2026 budget.

6	**2026 Business Plan (Project Plan)** It was noted that as currently drafted the business plan is a project plan rather than a business plan, and suggested a title change to reflect such. The Board requested a broader business plan incorporating a high level of all activity across the organisation be brought for review in Q1. The Board sought clarification on the distinction between "PMO-led" and "business-led" projects. The RSA clarified that "PMO-led" refers to projects supported and coordinated by the PMO. These are typically digital or ICT initiatives, often transformational in nature, and require specialist competency support (e.g. Data, ICT, PMO) beyond business subject matter expertise to deliver The RSA confirmed the projects are within scope of the 2026 budget and have capacity to deliver them. The Board discussed the potential risk for PE&A and RS&A directorate projects due to the ongoing absence of the PE&A director, suggesting resourcing in these directorates may require review to mitigate the risk. The Board approved the 2026 project plan.
7	**2026 Procurement Plan** The revised 2026 procurement plan was noted by the Board. The Board discussed the planned strategic review of procurement, noting the planned completion timeframe of early Q2. The Board requested quarterly updates on the procurement plan.
8	**Procurement of Microsoft Solution Renewals and Associated Services** The paper was taken as read. The Board requested that future requests be brought as soon as possible to mitigate any potential risks. The Board approved to proceed with the procurement through the single operator OGP Framework. It was noted that drawdowns from the framework may require individual approval based on value.
9	**Procurement for OpEx Consultancy** It was clarified that provision for these services has been included in the 2026 budget. The Board approved the award of the contract to BearingPoint for the provision of Business, Management, and ICT Consultancy Services to support the RSA Operational Excellence Programme. As part of the discussion, the Board requested that a comparative analysis of daily rates between the 2022 contract and the proposed new four-year contract be provided. The Board further requested that, where a contract award relates to the renewal or replacement of a previous contract, a like-for-like rate comparison should be included as standard in future papers presented for approval.
10	**Procurement of Research Services** The Board approved the procurement of research services to the Road Safety Authority through the OGP framework.

11.	**RSA Reform Feedback for Minister** The Chair thanked the CLT and Board for the dedicated workshop on proposed Reform earlier this month and work in drafting a response. The Board discussed the importance of maintaining the RSA's independent voice and clarifying the remit of the organisation to all stakeholders. The Board approved the draft response subject to some amendments by the Chair.
12.	**Chairperson Report & Matters Arising** - **Correspondence re Appointments to the Board of the RSA** Correspondence to the Chair from the DOT's Assistance Secretary General was circulated. The Chair will seek the views of the Board on the matters raised before issuing a response. • **AT 66 Value for Money** The circulated advice was noted. • **Board Member Memo – Complaint Assurance** The memorandum from a Board Member in relation to complaints assurance was discussed. The Board requested the RSA respond to the questions raised in the memorandum before any potential next steps are discussed. • **NDLS Procurement Update** The RSA provided an update on the current status of the NDLS procurement, noting that additional submissions have been requested by the DOT for Office of the Government Chief Information Officer (OGCIO) approval. The need to progress with the procurement was discussed by the Board, noting the potential serious risk to the service if additional delays are incurred. Consideration will be given at the next Board meeting to proceeding with issuing the Pre-Qualification Questionnaire (PQQ) if OGCIO approval is still awaited. The Board requested a summary paper outlining the process to date, with re- baselined figures to current date be brought to the next Board meeting. A separate discussion took place on how long approval from the Board remains valid if there are substantial delays in enacting an item. This will be encapsulated in the Board Governance documents.

13.	**RSA CEO Board Report** The Driving Test wait times were discussed in the context of the Multiple Learner Permit regulations. The RSA have planned additional media communications to run during the summer to encourage engagement with the service. The Board noted the importance of regular reporting on demand and future planning of demand to determine when Board intervention may be warranted. The proposed People and Culture Committee will look at workforce planning for 2027 including multiple scenarios to reduce service wait times. The recent issue of Scramblers usage was noted. Scramblers are currently banned from use on public road with new regulations being considered to ban scramblers from public spaces. The upcoming briefing for members of the Oireachtas on RSA education, communications and research efforts was noted. The Board discussed the recent correspondence from Irish Road Haulage Association (IRHA) to councillors following Kerry County Council's vote of no confidence in the RSA. A proposed response will be drafted and shared with the Board Chair. • **2025 End of Year Fatalities Report** The report was taken as read with a request that this be returned for discussion during the February Board meeting. The Board discussed what interventions could make the most significant impact to reducing fatalities. Research indicated that enforcement is the main item that will make this impact. Within the remit of the RSA, research and education are the two areas which can be the most impactful. The Board noted the importance of supporting other stakeholders in achieving a decrease in fatality figures. It was noted that vulnerable road users may need to be targeted separately. • **RSA Risk Report** One new risk was added to the Corporate Risk Register, Corp 2 Data Protection. The RSA noted that the risk rating of Corp 2 Capacity and Capability and Corp 10 Financial Reserves were expected to improve at the end of 2025 with approval of 2026 staffing submission and budget approval. However, following confirmation from the DOT that there will be no change in resourcing allocations these risks have not returned to within appetite although both are stable. The impact of the developments in terms of the reform of the RSA is being considered as reflected in the mitigating actions. Proposal that a deep dive on both these risks will be undertaken and proposals brought to ARC for review once further clarity on reform programme available.

	The RSA are engaging with other similar public agencies to review risk appetites and scoring around data protection and potential breaches Corp 20. Findings will be brought to the ARC for consideration. The Board requested the risk on reserves be reviewed by ARC to ensure it encapsulates the instructions received from the DOT in relation to limiting reserves.
14.	**Update Planned Public Interest Campaigns & Education for 2026** The report was taken as read.
15.	**Items for Future Discussion and Any Other Business** Next Meeting Friday 27 Feb 2026, Dublin
16	**Meeting in the Absence of the Executive** The Board had a closed session without members of the executive present.

Signed: ________________________________

Board Chairperson

Date: ________________________________