

# Road Safety Authority

## Board Meeting Minutes & Action Tracker

Wednesday 30<sup>th</sup> January 2019

Present	In Attendance
Ms Liz O'Donnell	Ms Moyagh Murdock CEO
Mr John Lumsden	Mr Pearse White, Director of Finance & Commercial Services
Ms Aileen O'Toole	Mr Liam Duggan, Director of Vehicle Testing & Enforcement
Mr Dimitris Karagiorgis	
Ms Gillian Treacy	
Ms Donna Price	<b>Apologies</b>
Mr Kevin Goulding	None
Prof Aine Carroll	
Mr Eddie Rock	

## Board Minutes

The meeting commenced at 8.30am at No. 9 Upper Pembroke Street, Dublin 2.		Action Tracker /Decision
1	<p><b>Apologies and Introductions</b></p> <p>Ms Liz O'Donnell, Chairperson welcomed the members to the meeting.</p>	
2	<p><b>Conflict of Interest Declaration</b></p> <p>The members noted the declaration and no other conflict of interest matter was declared.</p>	
3	<p><b>Minutes of RSA Board Meeting, Decision Record and Action Tracker of the 28<sup>th</sup> November 2018</b></p> <p>The members considered the minutes of the meeting of the 28<sup>th</sup> November 2018. The Chairperson walked the members through the minutes and any matters arising were dealt with including a review of</p>	

	<p>the action tracker of agreed actions from the November meeting.</p> <p>Following the review, the members approved the minutes.</p>	
<b>4</b>	<p><b>Meeting in the Absence of the Executive</b></p> <p>Ms Moyagh Murdock CEO and Mr Pearse White Secretary left the meeting at this stage to allow a meeting in the absence of the executive.</p> <p>The members held their meeting in the absence of the executive and concentrated on the Draft Board Self-Assessment Review Report.</p> <p>Ms Moyagh Murdock CEO and Mr Pearse White Secretary returned to the meeting at this stage and were informed that the Draft Board Self-Assessment Report was accepted by the members subject to a number of clarifications.</p>	
<b>5</b>	<p><b>Chairperson's Report</b></p> <p>Ms O'Donnell updated the members on her activities since the last meeting.</p> <p>Ms O'Donnell addressed a number of matters with the members including the road safety outturn for 2018 and the start of 2019. Ms O'Donnell also updated the members on the commencement of the unaccompanied driver legislation and the related crashed lives awareness campaign.</p> <p>The members engaged in a discussion into the effectiveness and efficacy of road safety campaigns and in particular the 'crashed lives' campaigns that have been in place for a number of years. The members requested that the executive prepare a paper in respect of the effectiveness and efficacy of the 'crashed lives' road safety awareness that have been in place for a number of years.</p> <p>The members noted the Chairperson's Report.</p>	<b>AT 1 2019</b>
<b>6</b>	<p><b>Road Safety Strategy Update</b></p> <p><i>Road Safety Update</i></p> <p>Ms Moyagh Murdock, CEO informed the members that the road</p>	

	<p>safety outturn for 2018 showed a 4% decrease year on year in terms of fatalities from 2017.</p> <p>Ms Murdock informed the members that the executive have met with An Garda Siochana to look at 2019 road safety enforcement priorities. Ms Murdock informed the members that the focus in 2019 will be on pedestrians, vulnerable road users, morning-after activity and weekend night activity. Ms Murdock informed the members that her engagement with An Garda Siochana also addressed enforcement levels in 2019 and data quality improvement initiatives.</p> <p>The members noted the road safety update.</p>	
7	<p><b>Chief Executive Officer's Report</b></p> <p>Ms Moyagh Murdock CEO, brought the members through the following elements in her report;</p> <ul style="list-style-type: none"> <li>• On account of the commencement of the Unaccompanied Driver Legislation in late 2018, the Authority has experienced 2,000 more driving tests applications per week to date in 2019. Ms Murdock informed the members that there are now 59 new Driver Testers in place and once the final Testers are in place, there will be additional Driving Test capacity of 100,000 tests in 2019. Ms Murdock outlined that the current average national wait time for a test is 11.4 weeks.</li> <li>• In respect of the proposed new Road Traffic Bill, Ms Murdock informed the members that she is meeting both the Government Cabinet and the Senior Officials Group to outline the benefits of the bill including graduated speeding offences and the requirement to carry a driving licence.</li> <li>• Ms Murdock outlined to the members that the executive recently conducted staff and customer surveys and the results of this will be outlined later in the meeting.</li> </ul> <div data-bbox="320 1496 1246 1688" style="background-color: black; width: 100%; height: 80px; margin: 10px 0;"></div> <ul style="list-style-type: none"> <li>• In relation to Connected &amp; Autonomous Vehicles, the members noted the seeking of independent legal advice to understand the appropriateness and vires of the Authority to fulfil a Safety Oversight Role in respect of CAV testing in Ireland. The members requested to be updated by way of a paper on the implications to the Authority to undertaking this role.</li> </ul> <p><b>Risk Report</b></p>	<p><b>AT 2 2019</b></p> <p><b>AT 3 2019</b></p>

	<p>Ms Murdock brought the members through the January 2019 Risk Report comprising of the Authority's top five risks. The members reviewed the report and noted the changes in the risks from the November meeting and the related mitigation and agreed actions in respect of each risk.</p> <p>In respect of the risk relating to Brexit, Ms Murdock outlined the steps the executive have taken since November to mitigate against a no deal Brexit and she informed that a more detailed paper on potential impacts is being presented by Mr Liam Duggan, Executive Director of Vehicle Testing &amp; Enforcement later in the meeting.</p> <p><b>2018 Corporate Plan Initiatives</b></p> <p>Mr Pearse White walked the members through the year-end review of the 2018 Corporate Plan Initiatives and he informed the members that 70% of the planned projects were completed in 2018. Mr White informed the members that the Strategy Unit is currently reviewing ways to improve planning and forecasting in 2019 and that projects not completed have been taken account of in the 2019 business plan and will be completed this year.</p> <p>The members were informed of the key initiative tracker for 2019 and that the first progress report will take place in February.</p> <p><b>Legislation Update</b></p> <p>The members were informed that a representative group from the Board met with officials from the Department of Transport Tourism and Sport (Department) on the 5<sup>th</sup> December 2018 to discuss the need for consolidation of road traffic legislation. Arising from this meeting, Ms Murdock informed the members that the Department had written to her on the 18<sup>th</sup> December 2018 where they have sought a formal submission from the Authority in respect of the Authority's position on the need to consolidate road traffic legislation.</p> <p>The members engaged in a lengthy discussion on this matter and reference was made to the opinion of the Law Reform Commission on this matter. The members also discussed the possibility of using technology to amend and consolidate the Road Traffic Acts into one piece. The members agreed to make the formal submission to the Department and to utilise the Authority's in-house council for this work.</p> <p>The members noted the CEO Report.</p>	<p><b>AT 4 2019</b></p>
<p><b>8</b></p>	<p><b>Contract Award for Training Services for the Commercial Vehicle</b></p>	

	<p><b>Roadworthiness Testing Regime</b></p> <p>Ms Murdock brought the members through the details of the procurement process for the provision of training services to the Commercial Vehicle Roadworthiness Testing regime. The members were informed of the background for the training services and of the concession nature of the contract being proposed.</p> <p>[REDACTED]</p> <p>The members discussed and approving the recommendation of Athlone Institute of Technology as the preferred tenderer for the training services contract.</p>	<p><b>AT 5 2019</b></p>
<p><b>9</b></p>	<p>Liam Duggan, Director of Vehicle Testing &amp; Enforcement joined the meeting at this stage;</p> <p><b>Information Paper on Authority’s Preparations for Brexit</b></p> <p>Ms Murdock introduced the members to Mr Duggan and he started his report by outlining the wider strategic and policy implications in road transport safety to the Authority if the UK leaves without a deal. In addition Mr Duggan outlined to the members that there may be no legal framework in place to share information with the UK as it will be treated as a third country. As a result of this the Authority may have to consider strengthening its own research and policy development areas.</p> <p>Mr Duggan proceeded to outline the Authority’s engagement with the wider assessments being undertaken by the Government Departments as regard the impact of a no deal Brexit. Mr Duggan informed the members that the executive furnished the Department of Transport Tourism and Sport ( Department) with a detailed report in December 2018 which identified the following seven areas of concern to the Authority as regards Brexit;</p> <ul style="list-style-type: none"> <li>i. Digital tachograph and Driver Cards</li> <li>ii. Road Transport Enforcement</li> <li>iii. Commercial Vehicle Roadworthiness</li> <li>iv. Certificates of Roadworthiness for Imported Vehicles</li> <li>v. Vehicle Standards</li> <li>vi. Driver Licencing and Driver CPC</li> <li>vii. Staffing and Resourcing considerations</li> <li>viii. Authority Contractor Resilience.</li> </ul> <p>In respect of each of these areas, Mr Duggan walked the members through the current challenges being faced and the current level of</p>	

	<p>preparedness.</p> <p>Mr Duggan informed the members that the Authority is awaiting policy guidance from the Department and from the EU Commission in respect of its report. In respect of Driver Licencing matters, it is the intention of the Authority to liaise directly with the UK's DVLA .</p> <p>The members noted the information that the Authority has made a preliminary request for additional road transport enforcement officers to the Department.</p> <p>The members noted the report and the Authority's position to continue to monitor developments.</p>	
<p><b>10</b></p>	<p><b>Information Paper on the Levels of Enforcement &amp; Compliance of Out of State Commercial Vehicle Operators</b></p> <p>Mr Duggan informed the members of a recent representation by the Irish Road Haulage Association (IRHA) to the Authority of their perceived light touch enforcement by the Authority on out of state commercial vehicle operators.</p> <p>Mr Duggan outlined to the members that the rules of 'cabotage' apply to non-state operators who carry out haulage operations in the state. Mr Duggan proceeded to outline details of enforcement activity against foreign registered HGV operators and he stated that 9% of all inspections that took place in 2018 were on non-state operators. Mr Duggan outlined that there was no major differentiation in terms of compliance between state and non-sate operators.</p> <p>Mr Duggan informed the members that there is a proposal for new legislation in this area which would give the Authority the ability to issue fixed charge penalties on non-state operators.</p> <div data-bbox="272 1525 1262 1653" style="background-color: black; width: 100%; height: 50px; margin: 10px 0;"></div> <p>The members noted the report and Mr Duggan left the meeting at this stage.</p>	<p><b>AT 6 2019</b></p>
<p><b>11</b></p>	<p><b>Information Paper on Results of Recent Customer &amp; Staff Surveys</b></p> <p>The members agreed to defer this item to the next meeting. The members requested additional information on the staff survey</p>	

	including the brief supplied to the survey company and the methodology/process that was followed.	<b>AT 7 2019</b>
<b>12</b>	<p><b>Items for Future Discussion and Any Other Business</b></p> <p><b><i>Board Work Programme 2019</i></b></p> <p>The members reviewed the draft Board Work Programme for 2019 and noted the proposed stakeholder engagement. The members agreed to the work programme and agreed that the executive would engage with the proposed stakeholders to arrange their attendance at the meetings.</p> <p><b><i>Board Annual Oversight with Department</i></b></p> <p>Mr White informed the members that he will consult with the Department to schedule a meeting that will facilitate Board participation in the Annual Oversight as required under the Code of Practice 2016.</p>	<p><b>AT 8 2019</b></p> <p><b>AT 9 2019</b></p>
<b>13</b>	<p><b>Date of next Board Meeting</b></p> <p>The next Board meeting will be on Monday 4<sup>th</sup> March 2019 at 8.30a.m.at No 9 Upper Pembroke Street, Dublin 2.</p>	

**Signed:** \_\_\_\_\_  
**Chairperson**

**Date:** \_\_\_\_\_