



AGM - Cotswold Water Park

15/11/2023

| Name | RSGB Post |
|-----------------------|-------------------------|
| James Gibson (JG) | Executive Director |
| Philippa Young (PY) | Director/Chair |
| Sandra Agbabiaka (SA) | Director/Secretary |
| Jackie Bratley (JB) | Finance Director RSGBi |
| Bill Smith (BS) | Communications Director |
| Sam Merison (SM) | Director/Vice Chair |
| Rhian Hughes (RH) | Academy Director |
| Will Cubbin (WC) | Research Director |

Attendance register

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|-------------------|----------------------------------|
| James Gibson | RSGB/Director RSGBi |
| Jackie Bratley | RSGB/Director RSGBi |
| Philippa Young | RSGB/Director/Chair |
| Sam Merison | RSGB/Director |
| Rhian Hughes | RSGB/Director |
| Bill Smith | RSGB/Director |
| Will Cubbin | RSGB/Director |
| Sandra Agbabiaka | RSGB/Director/Secretary |
| Joanne Bassett | West Berkshire Council |
| Cheryl Evans | West Berkshire Council |
| Elizabeth Johnson | Buckinghamshire Council |
| Karen Delaney | Transport for Greater Manchester |
| Kate Castle | Warwickshire CC |
| Fay Cannon | Warwickshire CC |
| Ruth Gore | Safer Road Humber |
| Ian Edwards | NVC |
| Nicola Foster | Safer Essex Roads Partnership |
| James Luckhurst | GEM Motoring Assist |
| Will Cubbin | Safer Essex Roads Partnership |
| Ellie Henderson | Safer Essex Roads Partnership |

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|--------------------|---|
| Sarah Collins | Cheshire West |
| James Anstee | Devon County Council |
| Emma Tugwell-Smith | Sussex Police (Safer Roads Partnership) |
| Ellen Higgins | Sussex Police (Safer Roads Partnership) |
| Tom Hart | Sussex Police (Safer Roads Partnership) |
| Martin Baker | BCP Council |
| Liz Brooker | Lewisham Council |
| Alan Dowling | Lewisham Council |
| Holly Jacobs | Suffolk CC |

PY gave a warm welcome to the 2023 AGM.

1. Minutes of last AGM & Matters arising

The minutes were agreed and received as accurate.

Actions carried forward:

Cycle Standards Review - to be carried forward and considered.

Two questions raised at AGM 2022:

- a) Dan Campsall asked - How can RSGB work with other companies to gain exposure internationally and does RSGB need help with this?
Response: *RSGB remains very open to working internationally, actively following up enquiries and making new connections. RSGB welcomes help in this area.*
- b) Liz Brooker asked – Is it possible to have a combined membership and conference delegate fee in one purchase order?
Response: *RSGB have offered this in 2023/24 and plan to offer this again in 2024/25 contact JB for details.*

2. Philippa Young - Chair

PY explained how much she had enjoyed the role of chair and that she would be standing down today but will be continuing to help RSGB in a role with the Academy. PY thanked the board and membership for their continued support throughout her term.

Directors standing down:

- Richard Hall, Finance. 2023/24 budget setting put in place before Richard retired. Role not replaced yet, skills matrix has been used to establish key elements of the role and in the interim JB has covered as appropriate.
- PY standing down as chair & Sam Merison to move to the role of chair. Nicola Foster to become vice-chair for a two-year term.

3. Sam Merison – New Chair

At this point in the meeting the chair formally moved to SM.

- Welcome and introduction from SM. He explained he has been involved with RSGB for over 14 years and is delighted and honoured to take up the role of chair.
- SM pleased to see a record number of delegates booked for conference this year.
- Next year's conference to be held in Birmingham Hilton Metropole within the NEC complex.

4. James Gibson - Executive Director

- Firstly thank you to all board and members for the support given.
- 5 year strategic plan established and annual operational plan with KPI sheet in place.
- Funding from DfT has been more stretched and RSGB remain keen to be less reliant on single income sources and hope to transition to a position of greater income generation.
- Growth of Corporate members has been very positive.
- Successful with small grant application from The Road Safety Trust. This allows RSGB to offer the Ageing Driver Training Course free of charge to 300 driving instructors. A register of ADIs that have completed the training will be created.
- Excellent conference growth and expansion with sponsors, delegates and exhibitors. Increased space at NEC venue in 2024 to meet the needs of the growing numbers.
- Regional Rep meeting - great attendance.
- Webinars continue to be popular.
- European Summer School allowed us to showcase RSGB, hoping that a wider international audience will provide further business opportunities.
- New partnerships with:
 - National Highways (this will include the creation of e-learning linked to Driving for Better Business).
 - Loughborough University (development of e-learning for fatigue management).
- DriveFit resources (project spearheaded by Liz Box, RAC Foundation) now hosted on RSGB website <https://roadsafetygb.org.uk/drivefit/>
- 70th Anniversary of SCPs - materials made available in the RSGB members' area.

5. Jackie Bratley - Finances (RSGB/ RSGB International)

- Finance for 2022/23 in a stable position taking into account the overstated income for the previous financial year.
- Deferred amounts of £20k membership & £50k DfT grant
- 89% corporate membership increase
- RSGB received donation from RSGBi (£7,501)
- Membership fees have remained the same for the past 14 years, with rising costs it is necessary to increase membership fees for 2024/25 as follows:
 - Local Authority Membership £475
 - Corporate Membership (includes membership for police and fire) £475
 - Corporate Plus Membership (provides marketing opportunities for commercial members) £575
 - Individual Academy Membership £55
- Combined PO for membership and conference place will be made available again in 24/25.
- Membership can be renewed for 3 years in one PO if helpful.
- Suggestions put forward at AGM for Board to consider reduced membership fees for smaller organisations.

- RSGBi/RSGB accounts now ready for external audit.
- Full year end accounts will be available in the RSO members area once final sign off completed.

6. Rhian Hughes - Academy Director

- A review has been completed of the existing courses, this included:
 - Review and refresh of some course content
 - Reduction in the delivery frequency of some courses based on demand
 - Review of the price structure for courses
 - Review and refresh of branding
- Development of 2 new courses and exploring partnership opportunities.
- Ongoing promotion of courses.
- Securing funding for future development.
- 13 courses actively running.
- 2024 focus for new courses will be:
 - Media training
 - Fatigue - e-learning in partnership with Loughborough
 - Speed enforcement & Signage
 - Safe Systems Courses

Apprenticeship has had low uptake despite much work and publicity 4 participants currently on learning programme. Board plan to continue to consider the way forward for the scheme.

7. Bill Smith – Communications

- Position statements reviewed, updated and uploaded to the website. Outdated links also reviewed and removed or updated.
- NRSC 2023 - hugely successful in terms of delegate numbers. Thank you to RSGB South West region and generous sponsors in making this a success.
- 2024 confirmed in Birmingham to the Hilton Metropole Hotel, NEC, 6-7 November. Confirmation of sponsorship from Transport for West Midlands (TfWM).
- 2023 (to date) has been an excellent year for the Road Safety GB website with the number of visits and visitors both increasing year on year. During 2023 (to date) there were:
 - 176,226 visits (161,096 in 2022) **(+9%)**
 - 138,025 visitors (128,861 in 2022) **(+7%)**
- A number of new initiatives introduced in 2023 – including members' webinars and readers polls have contributed to the increase in website traffic.
- Media Statements and Interviews.
 - In 2023 to date, 27 news items relating to Road Safety GB were published on the newsfeed on the Road Safety GB website. These news items covered a range of topics, including the various events produced by Road Safety GB

during 2022, and can be viewed here: <http://roadsafetygb.org.uk/news-category/rsgb-news/>

- Additionally, in the same period there were three news items relating to the Academy: <https://roadsafetygb.org.uk/news-category/academy-news/>
- The newsfeed currently has 2,524 subscribers (2,495 in October 2022) who receive the weekly alert at 08.00 every Monday morning, capturing the headlines from the previous week.

8. Will Cubbin - Research Report

- The annual Joining the Dots conference was held on Wednesday 1st March 2023 @ The Studio, Birmingham & Online. The conference was well attended both in person and online and there was plenty of interaction between audience and speakers.
- Funding for the Analysts Network and the March 2024 conference was not confirmed by DfT until October 2023. This led to a period of uncertainty and temporary suspension of support for the Analysts Network. Plans are well under way for the March 2024 Joining the Dots conference.
- The Analysts Champions Network meetings were beginning to stagnate and after discussing options with Richard Owen it was decided that given variation in practice around the country and especially post-lockdowns, the geographic delineation of the group was of much reduced relevance. We decided to try a more thematic-based approach to group membership, with an expanded group of Champions. The first meeting with new Champions was held on 13th September 2023 and was felt to be a very positive step forward in generating useful interactions and activity outside the meeting.
- The RSGB part funded Drive-Fit Pre-driver Theatre and Workshop Education Research (PdTWER) project led by Dr. Liz Box will receive a Prince Michael award at the 2023 ceremony.
- Representing RSGB on the Motorcycle Strategic Focus Group, chaired by DVSA. The group is concerned somewhat with safety but the main priority seems to be encouraging more motorcycle use.

- Looking at 2024:
 - I plan to continue with feedback and delivery on the DfT Road Safety Education working group - dissemination sub-group.
 - I plan to continue work with Agilysis on Analysts Network and JtD conference. Engaging with DfT to try and avoid disruption caused by funding uncertainty.

AGM Meeting Closed.

Next AGM 9:30 – 10:30 Wednesday 6 November 2024

Accommodation will be available as part of the National Road Safety Conference packages on the night before (5 November 2024).

Full AGM and conference details will be published here in due course:

<https://nationalroadsafetyconference.org.uk/>