

## **MINUTES OF SURVIVE GROUP EXECUTIVE MEETING HELD ON 17<sup>TH</sup> FEBRUARY 2020**

**Present** Rob Gifford – Chairman  
Melanie Clarke - HE  
Shaun Coole – RRRA  
Dean Hatton – NPCC  
Chris Hoare – IVR  
Roger Holt - AA  
Steve Ives – AA  
Damon Jowett - Direct Line / Green Flag  
Derek Muir – RAC  
Mick Puleston – AVRO  
Andrew Reeve – Secretary  
Mary Hill - Guest

**ACTION  
BY**

### **1 Apologies for Absence**

Simon Henrik - Direct Line / Green Flag  
Pete Martin - HE

### **2 Minutes of the meeting held on 14<sup>th</sup> October 2019**

The minutes of the last meeting were accepted and approved as a true record of the meeting.

### **3 Matters arising not covered on the Agenda**

#### **3.1 Issues Affecting Roadside Assistance in Scotland, Wales and Northern Ireland**

AR advised that this would now be covered under item 5 on the Agenda and that this agenda item was now closed.

#### **3.2 Use of Motorway Signs**

It was agreed that Pete Martin would be requested to provide a short presentation at the next Executive meeting in order to clarify how HE were now making use of motorways signs.

**PM / MH**

RG requested that any questions specific to motorway signs for PM to focus on should be directed to Mel Clarke in the first instance.

**All / MC**

#### 4 Review of the scope and Objectives for SURVIVE

RG advised that a meeting had been held in November with SI, DM and DJ, together with himself and AR to review both the scope and objectives of the SURVIVE Group and the way forward.

A short paper had subsequently been produced detailing the revised mission and objectives for SURVIVE, which would be circulated with the minutes.

**MH**

It was felt important that at future Executive meeting that feedback was received from the working groups for discussion and action taken as appropriate.

WG1 – Roadside Safety Issues in the UK

WG2 – PAS 43 Non-Compliance issues

**WG1**

**WG2**

MH advised that the SURVIVE website content should now also be reviewed and updated as and where appropriate.

**MH**

#### 5 Feedback from WG1 regarding Roadside Safety Issues

1. SI advised that the 'slow down / move over' campaign was still being supported, along with the requirement to reduce offside working wherever possible. It was agreed that the SURVIVE press release should be produced as soon as possible and promoted by all the organisations involved with SURVIVE.
2. SI reported that a review was now ongoing regarding the best location for the motorist to be positioned at the scene of the breakdown or recovery. This would also apply to the safety advice being given at initial call for assistance. He explained that whilst this had been debated by the group that no consensus of opinion had been reached on whether the existing advice in BPG should be amended. It was agreed that WG1 should further review this issue and report back at the next Executive Meeting.

**SI/SH**

**SI**

MC advised that TRL had carried out research regarding the generic advice being given to road users, and that different advice was now being given by different organizations. She stressed the importance of consistent advice being given across the industry.

MC advised that HE was now in the process of producing a 'guidance document' to be provided to road users. This document is intended to be a single source of advice for adoption by HE and other stakeholders who communicate with road users involved in unplanned incidents. She explained that the document currently contains advice on being stranded in a live lane or on a verge, but does not make reference to where to stand when a recovery vehicle arrives at the scene. It was agreed that MC will feed back information regarding the work being undertaken by WG1.

**MC**

Some SURVIVE Group members had been involved in this project and after a short discussion it was agreed that the following areas should be considered by HE for inclusion within the document.

**MC**

- Advice specific to disabled drivers and passengers
- The attending resource may give alternative and / or additional advice at the scene.

SI confirmed that this document had been discussed within WG1, who would also be providing feedback to HE.

**WG1**

It was agreed that a copy of the draft HE guidance document would be sent out with the minutes.

**MH**

3. Regarding any road safety issues arising in Scotland, Wales and Northern Ireland, it was agreed that these could best be addressed by first of all establishing suitable contacts within the appropriate administrations. DH agreed to assist with identifying such contacts.

**DH**

## **6 Feedback from WG2 regarding PAS 43 Non-Compliance Issues**

DM advised that it had been agreed at the meeting in November that any information regarding identified non-compliance issues should in the first instance be referred to WG2, who would then provide consolidated feedback at the next Executive meeting.

**DM/MH**

This would then be discussed by the Executive and referred either to UKAS or BSI as appropriate for suitable action to be taken.

It was agreed that this process should be discussed with WG2 at the forthcoming meeting

**DM**

DM advised that RAC had some concerns relating to PAS43 Certificates which had been issued by Avalon, where they had found standards to be lacking. The fact that Avalon have been taken over by another Certification Body (BAB) was discussed. It was agreed that contact should be made with BAB to advise them of RAC's concerns in the first instance.

**DM**

It was also agreed that a meeting should be arrange with UKAS to discuss the current concerns of SURVIVE and agree once again with them the best way forward in dealing with non-compliance issues.

**DM/MH**

## **7 Working Group Reports**

### **7.1 SURVIVE Working Group 1 (Practices and Procedures)**

SI advised that AA's procedures have not changed in terms of live lane beakdowns, despite the impression given by the recent Panorama programme regarding Smart Motorways. He also advised that the programme had appeared to prompt the Minister for Transport to consider holding discussions regarding the possibility of extending the use of flashing rear red lights. Update to be provided at next Executive meeting

**SI**

SI reported that the suggestion in having the rear brake lights illuminated continuously when stationary and working at the roadside had now been dropped as it was considered inappropriate.

SI advised that it was still proposed that the AA technician training course, to include a half day "SURVIVE" course, should be offered to the breakdown and recovery industry

## 7.2 SURVIVE Working Group 2 (Standards)

DM advised that a WG2 meeting was being held on 26<sup>th</sup> February and the main focus would be any outstanding issues from 2019 and the next PAS 43 update.

Regarding the possibility of PAS 43 becoming a full British Standard, it was agreed that talks would be held with BSI following the WG2 meeting.

**DM/MH**

DM advised that the proposed new WG2 structure would also be discussed at the forthcoming WG2 meeting and if all members were in agreement it would then be implemented.

## 8 Working Groups – Terms of Reference

RG advised that the time was right to review the current Terms of Reference for the Working Groups and to make any appropriate amendments.

Following a short discussion, it was agreed that the new TOR's should cover for any individuals failing to become actively involved in the Working Group or participating in any actions that were required from members.

The agreed view of the Executive was that should any member fail to attend, without good reason, 2 meetings in a row then their involvement with the Working Group should be withdrawn. This would also apply to any individual not participating in or responding to any feedback that was requested by the Working Group.

SI and SH were requested to carry out the review of their group's TOR's and submit the proposed new version to the Executive for approval.

**SI / SH**

## 9 Any Other Business

### 9.1 Response to the ORR Consultation

RG advised that a reply had been received from the ORR to his recent response to the consultation and stating that the link to their annual assessment of the HE performance was available on their website. This link had been circulated prior to the meeting and for convenience is repeated again as below:-

<https://orr.gov.uk/highways-monitor/publications/highways-monitor-annual-assessment-of-highways-englands-performance>

### 9.2 HE Research Programme

RG advised that at the last Executive meeting a brief discussion had taken place regarding the HE's extensive research programme.

It was now proposed that PM provide a presentation at the June meeting and indicate whether SURVIVE may be able to contribute in some way.

**RG / PM**

### **9.3 APPG Report on All Lane Running**

RG reported that a copy of the APPG report had been circulated prior to the meeting and advised that the report had no official status and as such did not require a response from Government as APPGs were usually composed of enthusiastic backbench members of Parliament with an interest in an issue.

It was agreed that the Executive would keep an eye on the APPG's deliberations and seek to influence them as appropriate.

### **9.4 Survive the Hard Shoulder Leaflet**

AR advised that an enquiry had been received from Colin Evan at HE regarding possibly updating the outdated Survive the Hard Shoulder leaflet.

It was agreed that MC would speak to him regarding the inclusion of such advice in the proposed HE guidance document (see 5.2 above) rather than producing a separate leaflet.

**MC**

### **9.5 SURVIVE Website**

RH advised that a number of links from the SURVIVE website did not appear to work and agreed to let AR have a note of them for investigation.

**RH**

### **9.6 Change of Secretary to the SURVIVE Group**

RG advised that Andrew Reeve (AR) had decided to step down from the role of Secretary to the Group and that his place would be taken by Mary Hill (MH). AR reported that he would continue to maintain the PAS43 database for the time being.

The Executive thanked AR for his efforts over the period in post. It was agreed that he would be a hard, but not impossible (!), act to follow.

## **10 Date of the Next Meeting**

Monday 15<sup>th</sup> June at the DL offices in Birmingham

RG closed the meeting by expressing the grateful thanks of the Executive to SI / RH and AA for hosting the meeting and for their kind hospitality.