

**MINUTES OF SURVIVE GROUP EXECUTIVE
MEETING HELD ON 9TH FEBRUARY 2015**

Present Rob Gifford - Chairman
Brian Drury - AVRO
Simon Henrick - Direct Line / Green Flag
Mary Hill – RAC
Steve Ives - AA
Frank Taylor - RHA Recovery
Andrew Reeve – Secretary

**ACTION
BY**

1 Apologies for Absence

David Bizley - RAC
Damon Jowett - Direct Line / Green Flag
Simon Sheldon-Wilson - HA
David Snelling - ACPO

RG welcomed Mary Hill who was attending the meeting in the absence of David Bizley.

RG announced that Damon Jowett, Senior Supply Chain Manager – Motor & Rescue would be attending future meetings as the replacement for Clare Hildreth from Direct Line / Green Flag.

2 Minutes of the meeting held on 13th October 2014

The minutes of the last meeting were approved with no amendments being required.

3 Matters arising not covered on the Agenda

3.1 Meeting with the new Chairman of the Highways Agency

RG confirmed that he had recently met with Colin Matthews, the new Chairman of the HA, who had expressed concern that the road network was not as safe an environment as it possibly could be. He was now aware of the work of SURVIVE and would be happy to engage in the future with the Executive should the need arise, but that initial discussions should take place with the Chief Executive of the Highways Agency.

3.2 Search engine results for the SURVIVE Website

SH advised that work has recently been completed to ascertain how SURVIVE appeared in search engines and that a report had been produced for circulation to the Executive. It was agreed that this report would be circulated to the Executive.

SH / AR

SH requested that feedback be provided regarding alternative 'key search' words that could also be used other than those used in the recent review.

Executive

RG suggested that WG3 consider a system called 'Klout', which could be used to help raise an organisations' profile and SH agreed to look into this as well as the possible use of 'Google Trends'

WG3

It was also agreed that WG3 would look at the website links to other organisations that were contained within the SURVIVE website to ascertain if these links were reciprocated.

WG3

WG3 were also requested to work with WG1 and WG2 in order to establish if more information could be provided on the SURVIVE Website regarding the Best Practice Guidelines and PAS 43. This could include their benefits as well as possibly an overview of the areas covered, and also links to BSI for example.

WG3

3.3 HA Short Dial Number

AR advised that SSW had confirmed that the HA were still engaged in talks with Ofcom regarding the short dial number facility for contacting the HA.

SSW

3.4 Use of Traffic Cones

FT advised that regarding the placement of traffic cones, the Traffic Officers appeared to be deploying cones in a layout that used 3 cones wide and 3 cones deep. SI commented that it was thought that the TO's used two layouts for traffic cones, one for a lane closure and one for a taper.

After a short discussion it was agreed to ask SSW to confirm when the Traffic Officers were instructed to use cones and the agreed layouts that were used. This information would then be considered for discussion by WG1.

**SSW
WG1**

4 Working Group Reports

4.1 SURVIVE Working Group 1 (Practices and Procedures)

SI reported that WG1 had reviewed some breakdown data for the section of the M25 that had now been converted to a Smart Motorway and, not surprisingly, it had been noted that there had been a sharp increase in the number of vehicles breaking down in a live lane instead of an Emergency Refuge Area (ERA). WG1 would be recommending to the HA that a review of the advance signage for the ERA's be carried out in order to encourage their usage by motorists in the event of a breakdown.

WG1

SI advised that unfortunately there had been a slight delay in the AA carrying out the legal review of the revised version of the Best Practice Guidelines. However everything was in place for publication once this review had been carried out.

SI reported that no real progress had been made regarding the vehicle lighting issues under discussion and that WG1 were also looking into the possibility of using a flashing sign on the rear of the breakdown / recovery vehicle. SI advised that the AA were now introducing an improved conspicuity marking material on the rear of their vehicles.

Regarding attending breakdowns that were located in the coned off areas within roadworks, feedback was still awaited from the HA regarding the wording contained within the Best Practice Guidelines. AR agreed to ascertain at the next RoWSaF meeting if a MAC contractor would be able to assist with this review.

AR

Post meeting report – At the RoWSaF meeting held on 10th February, AR was advised that the HA were still the appropriate body to comment upon the wording.

SI reported that the AA would soon be introducing an instruction card to assist those members whose vehicle would be moved using a Tow Pole. It was agreed that WG1 should consider the production of a similar set of guidelines under the SURVIVE name, which could possibly be made available as a down load from the website.

WG1

4.2 SURVIVE Working Group 2 (Standards)

MH reported that BSI had reviewed the draft of PAS 43:2015 and had identified several areas where the WG2 proposals appeared to breach BSI's rules governing PAS documents. This however had been anticipated and agreement had eventually been reached with BSI regarding the appropriate wording to be used.

The revised draft was issued for public consultation at the beginning of December and a total of 18 comments/suggestions were received, with the majority of comments coming from the HSE. They had two main concerns which it was felt required further discussion to resolve.

The first of these was regarding the use of battery packs and jump leads, a subject which had already debated with them at length. There was a requirement to reconfirm to the HSE that changes had been made to both PAS 43 and the BPG's and that no further changes were therefore required.

The second concern related to the use of cones, where the HSE have suggested that PAS 43 be more assertive about their availability and use. However the current wording regarding the use of cones within PAS 43 reflects the product of many hours of discussion within WG2.

It has therefore been decided to explain to HSE why the current wording is used and invite their further comment. WG2 would also ask for their evidence that a greater use of cones would have measurable benefits.

It was suggested and agreed that the Chairmen of WG1 and WG2 should seek to hold a meeting with HSE as soon as possible to discuss the use of cones.

SI / DB

RG requested that if possible best practice guidelines regarding the use of cones be agreed between SURVIVE and the HSE and that this information to be made available from the SURVIVE website.

WG1 /
WG2 /
WG3

MH reported that the wording relating to the requirement for all vehicles used for rescue or recovery purposes to be examined / certificated had unfortunately been omitted from the latest draft. It had therefore been agreed by WG2 that this would be included in PAS 43:2015 as a recommendation only and then considered for inclusion as an actual requirement in the next review, which was due in 2017.

MH advised that it was still anticipated that PAS 43:2015 would be published by the end of March. A document highlighting the "changes" over the current edition was being developed for publication on the SURVIVE website and WG3 would be asked for support in promoting its publication.

WG2 /
WG3

4.3 SURVIVE Working Group 3 (Communications)

SH reported that WG3 would be working with both WG1 and WG2 regarding the planned Press Releases for the publication of both the Best Practice Guidelines and PAS 43:2015.

SH advised that WG3 would also be looking at how best to engage in discussions between SURVIVE and the new Roads Minister (or appropriate Minister) following the General Election in May.

WG3

5 HA Critical Register

AR reported that discussions had been held with the HA Project Manager regarding the laser scanning exercise that had recently been completed on their road network. Details were now awaited regarding the type of information that had been obtained by this exercise and how it was planned to be used by the HA.

It was agreed that this information would then be circulated to the Executive for consideration regarding the possible involvement of the breakdown / recovery industry.

AR

6 DfT Consultation re Vehicle Operator Licensing Exemptions

RG referred to the current DfT consultation regarding vehicle operator licensing exemptions and questioned if there was any requirement for SURVIVE to respond.

BD stated that there was concern within the industry regarding the increase in the use of LGV's for recovery purposes and the increased possibility of overloading. FT expressed his concern over whether this topic actually fell within the remit of the work of SURVIVE.

After some discussion it was agreed (by a majority vote) that although the individual responses of the industry would generally encompass the views and concerns of SURVIVE, a short response should be submitted stating that SURVIVE was not sure what the problem was that DfT were trying to resolve and that should they go ahead then they should consider two main issues :-

1. The cost implications to the industry, with some smaller organisations possibly going out of business.
2. The potential delay in attending vehicles broken down at the roadside, with the increased risks to the safety of all concerned.

It was agreed that AR would draft the SURVIVE response on behalf of the Executive.

AR

7 SURVIVE – Future Areas of Activity

RG advised that whilst the Working Groups were active and achieving their objectives, there was a requirement to overall raise the profile of SURVIVE. It was important that the scope and work of SURVIVE was made known to as wide an audience as possible and that any safety information and /or messages were publicised effectively.

It was agreed that WG3 would consider how best to achieve this and FT commented that if possible work should be carried out to try and achieve a greater 'public' awareness of the SURVIVE brand.

WG3

RG requested that WG3 also consider what safety messages SURVIVE could publish in the near future and SH proposed that WG3 would try to identify a variety of ‘themes’ and suitable timings throughout the year to help promote the work of SURVIVE.

WG3

8 Any Other Business

8.1 PAS 43

BD requested that consideration be given to the publication of the next update of PAS 43 in January 2017. It was generally agreed that this should be the target date to aim for the next update.

WG2

8.2 “Surviving the Hard Shoulder” Leaflet

MH enquired as to the possibility of the current SURVIVE leaflet entitled “Surviving the Hard Shoulder” being updated and reprinted. AR advised that the HA had very kindly arranged for the funding and printing of the original leaflet and that funding etc. for a reprint would now be an issue.

It was agreed that the HA should be approached to ascertain if they would be able to assist in the funding, development and reprinting of the leaflet, which should if possible include information regarding Smart Motorways.

AR

8 Date of the Next Meeting

The next meeting of the SURVIVE Group Executive will take place on Monday 15th June 2015 at 11.30am, being hosted by Green Flag / Direct Line – the venue to be agreed with DJ.

DJ / AR

RG expressed the grateful thanks of the Executive to SI and the AA for hosting the meeting and for their kind hospitality.