

**MINUTES OF SURVIVE GROUP EXECUTIVE
MEETING HELD ON 13TH OCTOBER 2014**

Present Rob Gifford - Chairman
David Bizley – RAC
Eric Hammond - AVRO
Simon Sheldon-Wilson – HA
Frank Taylor - RHA Recovery
Chris Wiltshire - AA
Andrew Reeve – Secretary

**ACTION
BY**

1 Apologies for Absence

Brian Drury – AVRO
Claire Hildreth – Green Flag
Simon Henrick – Direct Line
Steve Ives – AA
David Snelling – ACPO

RG welcomed Eric Hammond who was attending the meeting in the absence of Brian Drury and Chris Wiltshire who was covering for Steve Ives.

2 Minutes of the meeting held on 30th June 2014

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

3 Matters arising not covered on the Agenda

3.1 Understanding by Call Handlers of Issues regarding Breakdowns on Smart Motorway

DB and CW confirmed that call handlers within the AA and RAC had now been informed of the particular issues regarding attending vehicles that had broken down on Smart Motorways, especially those vehicles that were located on a live lane.

Confirmation was now awaited from Green Flag regarding communication with their call handlers.

CH

3.2 Rewording the safety advice within the Highway Code

DB reported that he had approached the DfT regarding this who had advised that whilst there were no immediate plans for another revision to the Highway Code, SURVIVE would be included in the list of organisations invited to comment upon the next revision.

DB agreed to pass to RG the name of the contact at DfT

DB

SSW commented that the next revision may take place sometime in 2015/2016 and could include advice regarding the Red X signs.

3.3 HA Short Dial Number

SSW advised that the HA were still in talks with Ofcom regarding the short dial number facility for contacting the HA and agreed to advise WG1 regarding progress.

SSW

4 Working Group Reports

4.1 SURVIVE Working Group 1 (Practices and Procedures)

CW advised that the publication costs for version 3 of the Best Practice Guidelines would be in the region of £10K and that the publication date would be early in 2015. The national list of contractors organised by WG1 would soon be updated to try and ensure that wherever possible contractors did not receive duplicate copies.

CW reported that BPG version 3 contained references and guidance regarding Smart Motorways and that WG1 were now seeking to also review the current procedures for working with HA Traffic Officers.

EH requested that this review should also include working with the Police at the roadside and RG commented that the Police Service input was essential.

WG1

CW reported that WG1 were considering the inclusion a question and answer test at the end of the BPG's to help test the understanding of technicians and after a short discussion it was agreed that WG1 should look into this with the possible inclusion of topics such as Smart Motorways and Red X Signs.

WG1

CW advised that regarding the fend position, WG1 had not yet found any evidence readily available to support a change in the current advice given within the BPG's. RG requested that WG1 keep this issue under review to ascertain if the situation should change at any time.

WG1

Regarding vehicle lighting and conspicuity, CW reported that WG1 had again discussed the pros and cons of the use of a 610 Arrow, as used by the Police and Traffic Officers. However there were still serious concerns with the deployment, usage and stability of such a sign and WG1 would be keeping this under review.

4.2 SURVIVE Working Group 2 (Standards)

DB reported that it was doubtful if WG2 would be able to complete the publication process for the next edition of PAS 43 by the end of the year. There were benefits to be gained in aligning the publication of new editions to the start of the calendar year.

Therefore WG2 were now aiming for publication early in 2015 and the new edition would therefore be titled PAS 43:2015.

DB advised that discussions had been held with UKAS regarding problems that existed regarding the varying standards of 'assessment' by Certification and Inspection bodies to PAS 43.

UKAS had accepted the evidence put to them by WG2 that there were some issues and had agreed, where necessary, to carry out unannounced inspections of organisations to whom certificates had been issued by accredited Certification and Inspection bodies. However these inspections would initially only be carried out on organisations where evidence of shortcomings had been reported and was available. The provisions to allow such inspections to take place had also been included by WG2 within the final draft of PAS 43:2015.

DB reported that there was with one minor issue still outstanding, which related to the possible inclusion of the specific equipment requirements for Police Schemes. The problem was how to include these requirements without breaching the BSI rules for PAS documents, which do not allow for 'customer-specific' provisions.

WG2

Otherwise the final draft was now ready for final formatting by BSI and for issue for public consultation, which would hopefully be taking place in November. Agreement had also been reached with BSI regarding the cost of PAS 43 (£14K plus VAT) and the costs would be shared amongst WG2 members using the established formula.

DB advised that WG2 would be meeting again on the 9th December to review any comments received from the public consultation exercise and to decide if any further changes are required.

FT commented that there was no mention in the current edition of PAS 43 regarding how someone could report an organisation that failed to meet the required standards. DB advised that clear guidelines regarding reporting such incidents were now included in the next edition.

DB also reported that following the publication of PAS 43:2015, the main work of WG2 next year would initially be focused upon how best PAS 43 could be simplified.

4.3 SURVIVE Working Group 3 (Communications)

AR reported that SH and WG3 had suggested a number of names within Government for a possible introduction to the work of SURVIVE. These included Robert Goodwill (Road Safety Minister) Louise Ellman (Chair of the Transport Select Committee) and Richard Burden (Shadow Road Safety Minister).

Some discussion then took place regarding whom best to approach (the name of Jessica Matthews – Head of Road Safety was also mentioned) and in light of the General Election due in 2015 it was agreed that RG and AR should discuss this with SH before the next Executive meeting.

RG/SH/AR

SSW suggested that it might be beneficial for SURVIVE to meet with the new Chairman of the Highways Agency - Colin Matthews, and agreed to try and arrange a meeting.

SSW

5 SURVIVE Website

5.1 Search Engine Results

AR reported that WG3 were still working towards carrying out internet searches relating to road safety in order to compare how SURVIVE appeared in various search engines.

6 SURVIVE – Future Areas of Activity

RG thanked those members who had provided their views regarding the main contributions of SURVIVE over the years; these had been combined in a single document which was then circulated at the meeting. It was agreed that this paper would also be circulated with the minutes. AR

RG then summarised the 4 key areas in which SURVIVE was currently operating:-

1. Identifying and disseminating good practice
2. The role of quality assurance
3. Raising the standard within the vehicle recovery industry - beyond PAS 43
4. Communication with the driving public.

Some general discussion then took place regarding these key areas and how SURVIVE balanced its activities in the future. SSW questioned if SURVIVE was carrying out communication with the driving public in an effective manner.

RG suggested that potentially there were greater risks to road safety on lower speed roads and questioned what opportunities there were to possibly develop links with Local Authorities regarding these types of roads.

SSW commented that SURVIVE can influence how people behave in a breakdown situation and questioned if there was actually more that it could do.

FT suggested that perhaps SURVIVE could establish closer working relationships with other road safety organisations such as ROSPA and Brake.

It was agreed that initially SURVIVE could look at the composition and work of WG 3 to try and encourage them to have more of an input into the communication strategy and also enhance the output of SURVIVE.

RG thanked everyone for their contribution and agreed to circulate a short paper for comment. RG / ALL

7 Any Other Business

7.1 Highways Agency – Critical Register

SSW advised that the HA were in the process of carrying out a laser scanning exercise (LIDAR) of their network in order to help identify potential hazards. The information gathered from this project could possibly be of use to the providers of breakdown and recovery services. SSW agreed to provide AR with the contact details of the HA personnel involved with this project. SSW

7.2 RoWSaF Update

7.2.1 AR reported that an exercise recently carried out by the Road Workers' Safety Forum had evaluated the top five biggest risks to road workers as being :-

- Crossing live carriageways when setting out traffic management
- Incursions into areas of road works
- Installing 'splitters' allowing access to exit slip roads from within the road works
- Speed of vehicles through road work sites
- Stop/Go board operators exposed to oncoming traffic

At the recent RoWSaF meeting, AR had requested, and it had been agreed, that any work being carried out regarding vehicle incursions in areas of road works should eventually be extended to cover areas such as the hard shoulder and non road work environments.

This would therefore include the scope of work carried out by the HA Traffic Officers, the Emergency Services, the breakdown and recovery industry and also the motoring public.

7.2.2 AR reported that RoWSaF were proposing to hold a Highways Event in 2015 which would be focused on health and safety on the road network.

The proposed format would be a UK highways conference involving key representatives of the highways community from industry and beyond. The purpose of this event will be for those attending to connect and to share knowledge in an open forum with other stakeholders.

It was agreed that AR would circulate the RoWSaF paper giving fuller details of the proposed event with the minutes.

AR

8 Date of the Next Meeting

The next meeting of the SURVIVE Group Executive will take place on Monday 9th February 2015 at 11.30am, being hosted by the AA at their office in Basingstoke.

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