



## MEETING REPORT (Unconfirmed)

### COUNCIL MEETING

17<sup>th</sup> July 2019

**Venue:** Premier Inn – Hockley Heath

**Present:** Ilyas Sharif  
David Morgan  
Sean Coffey  
Graham Muspratt  
Steve McGilchrist\*  
Andrew Bright\*  
Andrew Pledge (Sec)

\* Attendance as a nominee for chair of a subcommittee. No voting privileges until ratification at AGM.

#### 1) Apologies

Peter Turner, Nick Broom, Richard Coates

#### 2) Report of previous Council Meeting 21<sup>st</sup> June 2018

The Notes of the meeting were agreed.

#### 3) Matters arising not on this agenda

It was questioned whether the Armourstud road stud certification will still be valid and possibly transferred to Henry Kemp - AP to check with Geoff Wright

#### 4) Secretary's Report

##### 4.1 Membership updates

Swareflex application subject to their involvement in stud road trials.

##### 4.2 Committee updates

There are no changes to committee membership since our last meeting. Steve McGilchrist and Andrew Bright attended Council meeting as they are both nominees for chairs of a subcommittee. No voting privileges until ratification at AGM.

##### 4.3 Sub-committee updates

Andrew Fish replaced Liz Newell-Hart as the 3M representative on the Barriers, Marker Posts and Cones subcommittees, and Jamie Shirra on the Road Markings subcommittee. As Jamie was chair of this subcommittee, Steve McGilchrist (WJ Road Markings) has indicated his willingness to chair. His nomination will be sought.

Richard Coates intends to stand down from the chair of the temporary signs subcommittee and nominations for a replacement are being sought.

Carolyn Ziha has replaced Jon Mellor (who has retired) as Bunzl Greenham representative on the Hi Vis and Q&D subcommittees

The latest updated subcommittee representatives table will be placed on the new REMA website under "News and Events".

#### **4.4 REMA representation on external committees**

Andrew Braimbridge continues at present to represent REMA on the PH 003/02 committee dealing with Clothing for protection against heat and flame.

The secretary is now attending B509/2 committee with Sean Coffey as Jamie has left this area of the industry. Steve McGilchrist may be willing to fulfil this role should he become chair of the Road Markings subcommittee.

As Niall Robinson has replaced Neil Hewitt as Arco representative on REMA subcommittees he has been asked if he is intending to represent REMA at PH/003/01 (Protective Clothing) and PH/003/07 (Hi Vis).

Andrew Fish is expected to represent REMA at B509/3. A new chair for this committee is being sought following Liz Newell-Hart stepping down from the role.

The latest REMA updated representatives on external committees table has been placed on the new REMA website under "News and Events".

#### **REMA Accounts – 1<sup>st</sup> October 2018 to 31<sup>st</sup> May 2019**

After eight months the total income is £17,538, mainly from subscriptions from 18 members to date, plus £1,000 received from ARTSM for the Traffex dark feature area. This is under budget as there are still some companies who have yet to pay the part 1 invoices for 2018/19 membership.

Some of these have now been received during June & July and the remainder have been chased again since. 2<sup>nd</sup> part payment invoices for members sitting on several subcommittees were sent out in June.

The total expenditure to date is £25,555 (currently £2,800 over budget) and is mainly comprised of Secretary's salary, 2018 AGM costs, meeting costs, membership of Highways Industry.com (under "advertising" heading) and the "Special Projects" budget spend relating to the new website production, REMA sponsorship of the Passive Safety event and costs associated with the Traffex night time feature such as drapes and REMA torch key rings. No further spend is expected on the "Special Projects" budget this year.

As anticipated, it is likely that by the end of the REMA financial year (end September) we will have an overall overspend on the original budget. The amount will be approximately £3,000.

AP to arrange for independent confirmation of balance sheet.

### **5) Subcommittee Reports**

#### **5.1 Horizontal Road Markings: Steve McGilchrist**

Road Trials - Following the meeting on 15<sup>th</sup> July the draft Licence is to be revised to include Annex 1. Annex 1 should include all the points discussed at the meeting which relate to the principle contractor. It does not include anything which would be solely between HE and RSMA/REMA e.g. stakeholder consultation/ publicity.

#### **5.2 Road Studs: Sean Coffey**

As 5.1 above

### **5.3 Barriers and Temporary Signs: Richard Coates (leaving)**

See DfT meeting notes provided to all REMA members (emailed separately and in members area on REMA website).

### **5.4 Marker Posts and Street Furniture: Sean Coffey**

See DfT meeting notes provided to all REMA members (emailed separately and in members area on REMA website).

### **5.5 Cones and Cylinders: David Morgan**

Final draft of the new standard has been circulated – comments awaited from subcommittee members.

### **5.6 High Visibility Clothing: Peter Turner**

Peter not present. New draft standard prEN 17353 and draft ISO 23762 (Paper copies provided by Alistair during Q&D) – subcommittee to meet up in December to discuss?

### **5.7 Lamps and Light Emitting Signs & Signals: Ilyas Sharif**

Not much change regarding EN 12966 since our last meeting. Standard is completed but not published in OJ so not harmonised. This despite TSR&GD requiring products to be compliant with harmonised standard. EN 12352 is in a similar position. Speed Indicator Devices are not within TSR&GD.

### **5.8 Vehicle Conspicuity: Nick Broom**

No subcommittee meetings have taken place since our last Council meeting

### **5.9 Quality and Development; Graham Muspratt**

Subcommittees – if subcommittees are tasked with work items they might take the opportunity to meet up. Consider December meeting as an opportunity for subcommittees to meet. AP to send Standard template format for subcommittees (Graham has examples). See also Q&D Notes

## **6) Miscellaneous DfT/BSi/HE**

AP to email to all REMA members the most recent DfT meeting minutes

## **7) AGM**

Proposed venue is British Aerospace Bristol 17<sup>th</sup> October - Venue agreed.

Guest speaker – transport related or about Concorde? 10 – 15 minutes

Agreed to consider inviting Transport Scotland to AGM.

## **8) Date and venue of next Council meeting**

As Q&D – Premier Inn Hockley Heath Wednesday 4<sup>th</sup> December 2019. **PLEASE NOTE:** This date is not as proposed during the meeting, due to lack of room availability.