

Minutes of WAVCA Annual General Meeting

Held at the Arden Hotel

Birmingham

On Wednesday 11th January 2017

Members present:

Allied Mobility – Peter Facenna
Automotive Group – Phil Hind
Bristol Street Versa Mobility – Joanne Ellison
Brotherwood Automobility - Rod Brotherwood; John Daniel
GM Coachwork – David Vooght
Gowrings Mobility – Nigel Brice
Lewis Reed – Peter Scullion, Ian Newton
OH Mobility – Steve Gilmartin
Q'Straint – (TP) – Phil Stratton
Sirus Automotive – Simon Pearson - DNA
TBC Conversions – Davy Donnell (Chair)
Unwin Safety Systems (TP) – Rob Butcher
Vic Young Mobility – Vic Young

WAVCA – Linda Ling

Welcome

Chairman Davy Donnell welcomed all Members present to this AGM, especially our Trade Partner Q'Straint and Unwin Safety Systems. He also welcomed Caroline Wales and Stephen Saunders from SBS who are potential new Trade Partners, as observers.

Apologies

Apologies had been received from Alfred Bekker and McElmeel Mobility.

Minutes of last AGM

The Minutes of the last AGM having been circulated were agreed as a true record of the previous year's meeting and signed off by the Chairman. JD/PH.

Matters Arising

There were no matters arising from the AGM Minutes.

Chairman's Report for 2015

Davy Donnell gave his Chairman's Report for 2016

Good morning, once again I would like to welcome you all to our AGM. Just to confirm numbers our membership stands at 13, sadly down by 2 from last year.

It is a slightly worrying trend as numbers fall, while our overheads remain fairly constant, however we will hear from our Treasurer a little later.

We are delighted that we have 2 strong trade members, Q'Straint and Unwin with us today, and we will be hearing from them at the conclusion of this meeting. We welcome their support. Not only do we benefit from their financial support, we also benefit from the knowledge that exists within their own companies that we have easy access to. It is also very beneficial as these members also sit on various panels within ISO.

We also have a prospective Trade Partner visiting with us at this AGM prior to joining. Welcome to SBS.

Currently we have 9 Member Companies who supply sometimes one or two additional personnel to actively work in the Technical Working Group or indeed as Board members, a big thanks to them for sparing key personnel to attend the various meetings both at home and indeed also occasionally in Europe.

A special word of thanks at this time to Linda, who finds herself wearing many hats in her role, from the General mundane tasks in WAVCA, arranging meetings, booking hotels, pulling together agendas, ensuring PAS is running smoothly, liaising with Motability and VCA, to lobbying MEP's to fight for our industry, a little bit more on that later.

PAS 2015 Accreditation Scheme

There are now 55 PAS Accredited models. Well done everyone.

Our relationship with OECVA.

Currently we have 5 members, who are also members of OECVA. OECVA continue to do sterling work through their presence at the Motor Vehicle WG in Brussels and have managed to influence decisions which could have had huge detrimental impacts on our industry.

I want to cover an incident which occurred in December time at the end of this part of our meeting which really highlights the importance of WAVCA and OECVA continuing to watch what is coming through Brussels.

UK DfT

Closer to home, we have continued to work with, lobby and participate in working discussions, with the aim of improving IVA and associated services. Having spoken to a number of members it would appear that it is still a bit of a Post Code lottery in relation to the effectiveness of the test stations. We will continue to liaise on your behalf.

VCA

The past 5 months have probably been the most frustrating time that I can remember in relation to having Approvals and PAS Documentation issued by the VCA.

I have spoken to a number of members and I am aware of some Companies having submitted completed paperwork and no Approvals issued yet.

I decided to write to the VCA, who inform me that these delays are totally unacceptable. To address these issues they have recruited 5 new engineers over the past 3 months, 2 of these engineers will work specifically with WAVs.

There still appears to be some areas that we can help ourselves and to discuss these requirements Gareth Jones is willing to facilitate a meeting with WAVCA members. At least we now see a move on these outstanding Approvals.

ISO

At the last AGM, David had outlined how we had managed to get himself and Ian Newton onto a working group and the BSI Transport Panel. To further develop the relationship with BSI, I went to their London office in March and met with Emelie Bratt, as a result we then invited Emilie to come and meet the Tech WG in Birmingham. All present believed it was worthwhile, however we still feel frustrated as to some of the time lines, or lack of them that appear to exist. Linda has become our permanent representative on CH173. In relation to ISO10542, we do believe that we will have another opportunity to try and influence some of the proposals when the document appears for consultation.

Motability

Linda and I have agreed to meet with Tim Newbery and Vicky Phipps (Head of Specialised Operations), this meeting was scheduled for the 30th January, however was cancelled by Motability, just before Christmas. We will arrange a new date asap.

And finally

I have made reference earlier to the importance of WAVCA and indeed OECVA. Many times I have heard people ask “what do we get for our membership?” Let me give you an example.

On the 16th December (Friday) Ian Hopley became aware of a vote that was taking place on the Tuesday 20th that would have a huge impact on our Industry.

It was all to do with emissions testing. Here was the challenge – our W1 exemption was being deleted! This would have meant that during a conversion if weight was added then the convertor would be responsible for doing emissions testing.

The one that really jumped out was with a convertor who fitted a tail lift.

Ian and Linda immediately devised a plan. A letter was written to Dr Dilara who was leading the changes in this piece of legislation, setting out the position of all European WAV convertors and how this change would affect us.

They also contacted MEP's who in turn would contact and Lobby the Commission to have the wording changed. Peter Scullion alerted Motability and contacted OECVA members and got them to raise their concerns with their own MEPs.

I had customers on site that day however when I returned them to the airport I got reading the emails. Northern Ireland is a small place, we only have 3 MEP's.

I contacted them and was really surprised that Linda and, I assume Ian, had met one of the Northern Ireland MEP's Jim Nicholson on a previous meeting in Brussels. He immediately offered to do what he could from his side.

After the meeting the DfT contacted us to advise that the deletion had been removed! This was followed up by a note to Linda from Dr Dilara which said:

“Many thanks for contacting us on this issue. As you might have heard already, there is no mention any more of the Special purpose vehicles for disabled in our legislation that was voted on the 20th December. However, please note that we might review the issue soon, so please let's keep in touch.

P.S. Perhaps you could pass this message to your constituents, many of whom also contacted us directly.

This swift action averted a major disaster for our industry.

Linda & Ian have already arranged to see Dr Dilara on 14th February to follow this up and make sure these threats stay away if possible.

So folks here is a working example as to why we are members of WAVCA, why we pay our fees.

To those other converters who have left please consider your position we are a much stronger unit if we are all together!! DD proposes to send a letter to ex-Members to advise. **ACTION DD**

Treasurer's Report for 2016

PH reported that WAVCA accounts for 2015 were filed on time. Phil is introducing some new procedures to assist with preparation of 2016 accounts.

Phil reported a closing balance for the year of £17,140.72.

Total expenditure for 2016 £34,731.47.

Projected income is annual fees of £29,000 from Members & Trade Partners.

With a projected expenditure of £34,720.90 this would give us a bank balance of £11,401.82 at the end of next year. This does not include income generated from PAS Accreditations or any other additional out of pocket expenses.

However, the Board has decided to hold the Annual Membership fee to £2,000 to be paid by 31st January 2017. **ACTION LL**

Chairman intends to approach Motability Operations for a contribution to our expenses as well as funding for the BSI expenses of the 2017 PAS Review. **ACTION DD**

WAVCA Technical Working Group Report

Secretary's Note - This report was actually missed from the AGM agenda and given in the Members' Meeting which followed. I have added it to these Minutes in order to have the Annual Technical WG Report on record here.

WG Chairman, David Vooght, reported as follows:

The Tech WG met 5 times in 2016 - January, April, June, September and November. In addition to that members were involved in 20 other phone or email discussions.

DV met with VCA in February and December, and we organised had a joint day on PAS 2012:2015 with all VCA Engineers in June. The June Tech meeting also included a meeting with Emilie Bratt from BSI.

In addition Linda attended BSI CH173 meetings in January and August, and Linda and Ian Newton attended a one-off VCA consultation meeting in Nottingham in March.

The following people have been Members of the Tech WG in 2016: Ian Hopley, Ian Newton, Rod Brotherwood, John Blackwell and Simon Pearson. In particular Ian Hopley does so much for us and we need to thank Allied for allowing him to participate at this level.

In addition to WAVCA Members the Tech WG also enjoys the participation of 2 Trade Partner Members – Victoria Hodgkinson-Gibbs from Q'Straint and Rob Butcher from Unwin. Their input and collaboration is a real benefit to the WAV industry.

In the last 2 years 45 Work Items have been raised. Work Items can be raised by WAVCA members, Tech WG members or come as queries from VCA.

Completed Work items are sent to the Board for ratification before becoming part of our procedures. We also use Work Items to capture and track future considerations for the next PAS Review.

They have also completed responses for the UK submission for ISO10542 and worked on providing a set of information for Motability Operations.

He reminded members that WAVCA are the owners of PAS2012 and through the Tech WG instruct VCA in technical interpretation.

The latest batch of Normans has finally been completed and these are now available.

Election of Board Directors

Board process dictated that Peter Facenna and Nigel Brice, who both joined the Board as Casual Vacancies in the year, offered themselves for re-election.

There being no other proposals Nigel and Peter were elected to the Board for a 3 year term.

3-year Board Rotation

2015	2016	2017
Conor McElmeel	Joanne Ellison	Nigel Brice
Rod Brotherwood	David Vooght	Peter Facenna
Phil Hind	Davy Donnell	
Serves to end 2017	Serves to end 2018	Serves to end 2019

Date of next AGM

The next Annual General Meeting will take place on 24th January 2018.