

Minutes of WAVCA Annual General Meeting
Held at the Forest of Arden Hotel, Meriden, CV7 7HR
On Wednesday 27th February 2018

Members present:

Allied Mobility – Peter Facenna
Automotive Group – Phil Hind
Bristol Street Versa Mobility – Joanne Ellison
Brook Miller – David Knight
Brotherwood Automobility - Rod Brotherwood; John Daniel
GM Coachwork – David Vooght
Gowrings Mobility – Nigel Brice
Lewis Reed – Ian Newton
Sirus Automotive – Simon Pearson
TBC Conversions – Davy Donnell (Chair)

Q'Straint – (TP) – Andy Cummins and Keri Whalley
Unwin Safety Systems (TP) – Chris Hellier

WAVCA – Linda Ling

Welcome

Chairman Davy Donnell welcomed all Members present to this AGM, especially our Trade Partner Q'Straint and Unwin Safety Systems.

Apologies

Apologies had been received from Vic Young Mobility, OH Mobility & Lateral Designs.

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. DV/NB.

Matters Arising

There were no matters arising from the AGM Minutes.

Chairman's Report for 2017

Davy Donnell gave his Chairman's Report for 2017

It had been another busy year. We were grateful for the support and participation of our Trade Partner Members. Thank you to Q'Straint and Unwin. Thank you also to Peter Facenna for the generous resource of Ian Hopley to WAVCA & OECVA. His input is invaluable.

Davy said he was minded of the recent meeting with the SMMT and DfT on the WLTP issue (more later) and how a simple suggestion thrown in to a meeting which may or may not have happened can have a massive effect on our industry. Our suggestion of a limit of 2,000 is now in the consultation document. This is what we are working together for.

WAVCA Membership has increased by 2 to 16.

Davy also thanked David Vooght and the Technical WG for their hard work. David will report more on this later, but suffice to thank to companies for allowing their staff to participate. We could not function with this support.

Thank you, too, to Linda who represents WAVCA & OECVA at all WG meetings, IVA Trade User Group, DVLA First Registration User Group, BSI CH173 and supports the Chairman at meeting with Motability and other stakeholders. She also runs the PAS Scheme and arranges these meetings.

Thank must also go out to Peter Scullion for the work he does running OECVA, and for the massive achievement in the fund-raising round for the Emissions project.

DfT have been very supportive this year. They are genuinely trying to assist our industry. We have some very good contacts there in Mike Lowe and Duncan Kay.

We also have enjoyed a good relationship with VCA good relationship as evidenced in their support for the PAS Engineers' Day yesterday.

The review of ISO 10542 is still slowly underway. We had cause in the year to make a complaint to BSI about the way the WAVCA response was handled and we hope we will be taken more seriously in the future.

Davy & Linda had met a new Director at Motability Operations, Tim Newberry and Vicki Fewins who was in a new role. However, Tim is no longer with MO. In December Vicky and Scott Michael attended a WAVCA meeting which seemed reasonably successful. Unfortunately, Vicky is no longer working with WAV Suppliers. Damian Oten has now requested a meeting and DD & LL will be going to see him and Scott Michael. Motability Operations will be supporting the PAS Review this year.

Treasurer's Report for 2017

PH circulated a copy of the bank statement which showed a bank balance of £19,370.36

DD said that in 2017 the industry had faced its biggest financial challenge yet, and Members fulfilled this.

The Board has still to consider this, this afternoon, but the likelihood is that the Annual Subscription will remain the same for 2018, at £2,000.

WAVCA Technical Working Group Report

Tech WG Chairman, David Vooght, reported as follows:

The Tech WG had another busy year. The core group consists of up to 8 including frequent input from our trade partners Q straint and Unwin. There is open participation for all Member companies and DV would welcome a few more to add to the resource and expertise.

The group considers the resolution of PAS technical queries, mostly raised by VCA on behalf of Applicants. VCA have been more thorough in the last few months, possibly as they have been training more engineers in PAS work and there seem to have been more requirements for interpretations in 2017. These Technical Interpretations (TIs) are posted on the website.

Participation in ongoing **General Safety Regulations** discussion including attending meetings of the European Motor Vehicle WG in Brussels through OECVA.

Achieving exemptions where critical. Historic achievements have been in ISOFIX, Noise, Off Side Frontal Crash testing and many more. Ongoing work with GSRs includes full front crash, rear impact test, steering systems and lane assist. The lobbying done in Brussels is very welcome, helping the industry to avoid the potholes of future legislation.

The RDE Test Programme. The big one this year has been the RDE issue. This was initiated at short notice by Tech WG with Board direction to conduct tests to illustrate the difference between pre- and post-conversion WAVs. After discussions with the Commission and DfT it was decided to test 4 vehicles. In the end we tested 3 vehicles. 3 examples including petrol and diesel, small, medium and auto. Tests were carried out on NEDC cars to RDE requirements at Mahle. The results highlighted that the variables in OEM were wider than the effects of the conversion. This project demonstrated that the WAV industry was serious in maintaining its challenge for exemption. This has currently resulted in wording in the latest draft for an 'in service provision'. Results to be kept private pending positive outcome in future discussions ref Dr Penny Dilara at European Commission.

UK government consultation regarding NSSTA and IVA. Deadline Friday 2nd March. WAVCA will be putting in a response but Members were urged to make their own response so these are received in numbers.

PAS review 2017/18. Ongoing work to prepare changes based on feedback in previous years and TWG work items. Suggestions to be presented to BSI steering group members to gauge response before finalising with BSI. DV will be trying to steer review into doing less than more. Motability Operations have earmarked some funding for this.

ISO 10542. Original response provided to CH173 in March 2017. We submitted our response to the consultation, showing concern about the head and back restraint and the wheelchair excursion. We were disappointed that our response was watered down and a disappointing interpretation of our response was presented to WG6 on behalf of UK. We had made a formal complaint to BSI and been assured that this will not happen again. Ongoing participation and monitoring with intention of ensuring our views are better known.

PAS Scheme report

LL reported as PAS Manager the current status of the PAS Accreditation Scheme.

There have been 140 PAS Applications to date.

There are currently 75 successfully completed PAS Accreditations.

The last Motability deadline was 31/12/17. Motability are up to date with all Accreditations.

I am able to notify them within 48 hours of accreditations, often on the same day the details are passed to me from VCA. As you have heard any technical queries go through the WAVCA Tech WG very quickly.

We held a very interesting and successful Engineers' Day here yesterday with 31 engineers from 15 Member and Trade Partner companies, and 5 VCA engineers. VCA mentioned they now have a good team bedded in. As we are now PAS-ing new models which have been designed with PAS in mind, the process should be a little easier.

The PAS Review for 2017 was delayed by BSI and is now taking place in 2018. The WAVCA Tech WG (and in particular, Ian Hopley) will be working on this over the coming months together with a BSI Steering Group which comprises members from VCA; RICA; OEMs and SMMT. This will culminate in the publication of PAS2012:2018 later in the year. We have been promised financial support from Motability Operations but will need to budget for the WAVCA contribution as well as the people resource to achieve this.

IVA Trade User Group

LL attends this for WAVCA. The main areas of interest are resource for IVA where the industry needs it and making sure regulations don't change adversely for us post-Brexit.

DVLA First Registration User Group

Since LL and RB visited DVLA earlier in the year, LL has been attending these meetings on behalf of WAVCA. The aim here is to improve the way WAVs are registered. This will be important when WLTP and RDE come in.

Election of Board Directors

The WAVCA rules dictate the process for the rotation and election of Board Directors.

Conor McElmeel, Phil Hind and Rod Brotherwood were retiring on the 3 year rotation. However, they were all willing to stand again. There being no other nominations, it was proposed by DV and seconded by SP that they be re-elected to serve until the end of 2020. This was agreed by the Members.

Board Rotation

Elected 2016	Elected 2017	Elected 2018
Joanne Ellison	Nigel Brice	Conor McElmeel
David Vooght	Peter Facenna	Rod Brotherwood
Davy Donnell		Phil Hind
Serve to end 2018	Serve to end 2019	Serve to end 2020

AOB

- 1 PF wondered if any thoughts had been given to a venue for meetings. After some discussion it was agreed that as the former venue was proving difficult as well as uncomfortable, we would use Forest of Arden for meetings this year. LL will arrange.
- 2 Andy Cummins from QStraint advised they were very busy with testing and potentially looking at a 2nd shift.
- 3 Chris Hellier from Unwin said they had been particularly pleased to be able to participate in the Tech WG.

The Meeting ended at 10.40am.

Date of next AGM

The next Annual General Meeting will take place on Tuesday 22nd Jan 2019 at the Forest of Arden Hotel at 9.30am.