

Minutes of WAVCA Annual General Meeting
Held at the Forest of Arden Hotel, Meriden, CV7 7HR
On Thursday 31st January 2019

Members present:

Alfred Bekker – Matt Maggs
Allied Mobility – Peter Facenna; Ian Hopley
Automotive Group – Phil Hind
Bristol Street Versa Mobility – Joanne Ellison
Brook Miller – David Knight
Brotherwood Automobility - Rod Brotherwood
Cartwright Conversions – Charles Pugh
GM Coachwork – David Vooght
Gowrings Mobility – Lorraine Farnon
Lewis Reed – Ian Newton
McElmeel Conversions – Conor McElmeel
OH Mobility – Jeff Brown
Sirus Automotive – Simon Pearson
TBC Conversions – Davy Donnell (Chair)

Trade Partner Members present:

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

WAVCA – Linda Ling

Welcome

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

Apologies

Apologies had been received from Nigel Brice, Peter Scullion, Bryce Greenwood and Vic Young.

Minutes of last AGM

The Minutes of the last AGM having been circulated it was proposed by DK, seconded by CMcC and agreed that the minutes were a true record of the previous year's meeting, and they were signed off by the Chairman.

Matters Arising

There were no matters arising from the AGM Minutes.

Chairman's Report for 2018

Retiring Chairman Davy Donnell told the meeting that industry has gone through a lot of changes and challenges over the last 3 years, particularly with European legislation. As an association we are now positioned strongly with a good reputation and an excellent network of contacts. Lots of people have done sterling work for the Association, including our colleagues in OECVA led by Peter Scullion and especially Ian Hopley. We are grateful to those who have gone before us who had the foresight to get WAVCA into a strong negotiating position with the European Commission and the UK government. The meeting we had at the DfT regarding WLTP concessions proved this.

WAVCA had relied heavily on Allied's generosity for IH's time over many years, so last year we took the step of planning a regular contribution to Allied for the work he does on behalf of WAVCA.

We are also fortunate that we have 98% UK industry as WAVCA members. We try hard to make the Association as inclusive as possible. Our thanks also go out to our Trade Partners, who not only support financially but through the Technical WG. We also thank Members who put their engineers forward to be part of the WG.

DD said that time had flown, and that he had thoroughly enjoyed the last 3 years. He took the opportunity to thank Linda, who does a huge amount of work for the Association in the background not only arranging meetings and running the PAS scheme but also representing WAVCA at external meetings.

RB gave a vote of thanks to Davy for all his work whilst Chairman.

Finance Report JE

Treasurer JE presented the Accounts – see attached Report.

JE is exploring a VAT refund. There was some discussion as to whether or not we should stay VAT registered and it was generally agreed we should.

JE proposes that, in the light of the forecast for 2019, Annual Membership fees should increase to £3k for 2019, keeping the Trade Partner fees the same at £1500.

Proposal JE and seconded PH – carried unanimously.

LL to invoice soon and 28 days to pay. **ACTION LL**

JE expressed concern over late payment of PAS Application fee from Lateral. **ACTION JE**

It was noted that we would be seeking new TPs for 2019 from seating manufacturers. **ACTION LL**

DD advised that Motability Operations are agreed on supporting the current BSI PAS Review to £20k. He warned however that MO are giving signs that they may not want to support PAS ongoing and the next Chairman will need to grasp this. **ACTION BOARD**

It was agreed that LL should send out a VAT invoice to MO immediately. **ACTION LL**

WAVCA Tech WG Report – DV

David Vooght gave his WG report saying it will be his last as Chairman of the group. He too had enjoyed his time as Chairman of this group and seen much progress for WAVCA. The group had been strong throughout the year with 8-10 engineers attending each of 3 meetings in the year.

DV said we now have a good overview of the European and UK systems and some good contacts. There will be many legislative challenges for WAVs in the future but, as we have in the past, we will need to choose our battles carefully. We can't just expect exemption as our right. We believe we have done a good job up until now, to everyone's benefit.

Brexit

DV had attended a recent DfT / SMMT meeting concerning Type Approvals going forward. IH will talk about this later, but everyone needs to be careful they have everything prepared so they can continue their businesses as smoothly as possible.

PAS 2012

The amount of time spent dealing with PAS technical queries was greatly reduced in 2018, hopefully due to manufacturers and VCA now having a greater experience of PAS.

The **PAS Review** work was finished and is currently with BSI to be completed in 2019. At some stage we will have to think ahead about where the PAS might need to progress to in the future.

LL said she would like to tidy up the PAS Register and will be writing to everyone to ask which PAS Accreditations are still with 'live' products. **ACTION LL**

IVA

TUG meetings – LL currently represents WAVCA and GM Coachwork also sends along a representative. The value is to be able to communicate directly with DVSA about IVA requirements and demand and also meeting some of our key DfT contacts at these meetings.

ISO 10542

Good progress had been made in 2018 when IH had been invited to present to CH173 and subsequently to WG6. This is seen as a huge leap forward in IH gaining the trust of the ISO group members. For continuity's sake IH has taken over from LL as the WAVCA representative on CH173.

Motability ENHANCE

This is the MO project to improve customer satisfaction with Large WAVs.

DV reported the latest outcome from the Enhance WG is to do some noise evaluation. GM & Gowrings are collaborating to provide information from WAVCA to Motability. DV said his main aim was to maintain WAVCA position in the debate as we don't want 3rd party involved. IN suggested data from a saloon car with rear seats removed might be useful.

On behalf of all the Members, PH offered vote of thanks to DV for all his work in the Tech WG for the last 5 years. The Association is very grateful full all his extra work on this. The baton is being passed to Ian Newton who is taking over as Tech WG Chairman from next week.

Standards Update – IH

IH gave an extensive presentation on all Legislative, Regulatory and Standards issues. Slides have been circulated.

ACTION LL

IH was thanked for all his work and for this comprehensive update.

Election of Board Directors

The WAVCA rules dictate the process for the rotation and election of Board Directors. LL gave an overview of responsibilities of the WAVCA Board and how the elections work.

Davy Donnell, Joanne Ellison and David Vooght were retiring on the 3-year rotation. However, they were all willing to stand again.

There being no other nominations this time, it was proposed by CMcE and seconded by RB that they be re-elected to serve until the end of 2021. This was agreed unanimously by the Members.

Board Rotation

Elected 2017	Elected 2018	Elected 2019
Nigel Brice	Conor McElmeel	Davy Donnell
Peter Facenna	Rod Brotherwood	Joanne Ellison
	Phil Hind	David Vooght
Serve to end 2019	Serve to end 2020	Serve to end 2021

The Election of Chairman is a Board decision. It was noted that Vice-Chairman Nigel Brice was willing to stand and this would be the proposal before the Board at their subsequent meeting.

AOB

PF asked if there was anything else our Trade Partners would like to add or suggest?

RB said that involvement in Tech WG has been the best value for him.

AC noted there had been a real change in active lobbying and notification to Members.

There being no other business, the Meeting ended at 11.55 am.

Date of next AGM

The next Annual General Meeting will take place on Tuesday 28th Jan 2020 at the Forest of Arden Hotel at 9.30am.