



Industry Standards Co-ordination Committee Remit

Issue One

**Approved by the
Industry Standards Co-ordination Committee**

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ISCC/001

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Introduction

The Industry Standards Co-ordination Committee (ISCC) has agreed this remit for the Committee. In the event of any conflict between this remit and the Railway Group Standards Code (the Code) or the Standards Manual, the Code and the Standards Manual take precedence. The remit is presented in two parts, with an informative Annex describing the key activities of ISCC.

Part 1 – Purpose and scope

This part provides an overview of the main purpose and scope of ISCC.

It may provide a useful document for those industry groups with which ISCC needs to engage to carry out its purpose.

Part 2 – Governance and working arrangements

This part provides the details of ISCC's governance and working arrangements.

It accords with the requirements of the Code, issue three, and the Standards Manual issue two but does not replicate all relevant information contained in these documents, referring instead to where this information can be found.

Appendix A – Key activities

This annex lists the key activities of ISCC in support of the purpose.

It enables ISCC to monitor the scale of its activities and workload, and consequently it may indicate activities that could be suitable for delegation to other bodies such as Standards Committees and RSSB.

Part 1 – Purpose and Scope

1 Introduction

- 1.1 This document sets out the purpose and scope of the Industry Standards Co-ordination Committee (ISCC).
- 1.2 The ISCC is established under the Railway Group Standards Code (the Code) and is supported by RSSB.
- 1.3 The ISCC is a cross-industry body with an independent chairman and members representing each of the railway industry categories and RSSB. The Department for Transport and the Office of Rail Regulation may choose to nominate observers to ISCC.

2 Purpose of the Committee

- 2.1 The purpose for which ISCC is established under the Code is to:
 - a) Provide direction, advice and guidance to Standards Committees (SCs) and RSSB on:
 - The management and effectiveness of Railway Group Standards (RGSs) for the mainline railway
 - European standards issues relevant to the mainline railway
 - The impact of changes in legislation on the content of RGSs.
 - b) Provide advice to the Board of RSSB on domestic and European standards matters.
 - c) Approve measures contained within RGS that are proposed to the Department for Transport for notification to the European Commission as national technical rules and national safety rules. This is undertaken in response to European directives concerned with interoperability and with safety, respectively.
 - d) Approve any recommendations made to the Department for Transport concerning GB specific cases and the associated economic evaluation being proposed for inclusion in a Technical Specification for Interoperability (TSI).
- 2.2 ISCC engages in such other activities that inform the delivery of the above. These currently include:
 - a) Providing a forum for the discussion of GB legislation relevant to standards to understand any differing industry needs, and establishing, where possible, a common GB industry position
 - b) Liaising with government and relevant GB industry groups to establish whether strategies produced by these groups should become relevant strategies under the RGS Code, and to enable the delivery of standards that support such strategies
 - c) Maintaining an overview of relevant European Commission and European Railways Agency emerging policies and issues that may affect standards in order to influence the direction of these policies and issues

- d) Working with government and relevant GB industry groups to develop strategies for the direction of TSIs and other standards-related documents
- e) Influencing the processes at European level for developing and managing TSIs and Euronorms.
- f) Acting as the sponsor for the Engineering Safety Management handbook (the Yellow Book).

3 Scope of the Committee

3.1 ISCC's coverage, for the purpose in paragraph 2, encompasses the interfaces between items within the structural and functional systems (as defined in Directive 2008/57/EC on Interoperability) comprising:

Structural subsystems:

- a) Infrastructure
- b) Rolling stock
- c) Control and command and signalling
- d) Energy

Functional subsystems:

- e) Traffic operation and management.

3.2 Other subsystems covered by the Directive (telematics applications for freight and passengers, and maintenance) are generally outside the scope of RGSs and, consequently, outside the scope of ISCC.

3.3 Each of the subsystems at 3.1 is covered by the Standards Committee of the same name. The activities of the Plant Standards Committee also fall within the scope of ISCC, and primarily relate to the infrastructure and rolling stock subsystems.

Part 2 – Governance and Working Arrangements

1 Introduction

1.1 This part sets out the governance and working arrangements for ISCC.

2 Governance

2.1 Relationship with the Board of Directors of RSSB

2.1.1 The Board of Directors of RSSB (the Board) keeps RSSB standards activities, including those of SCs, under review and may seek the advice of ISCC on such matters (the Code, section 3.2).

2.1.2 The Standards Manual requires ISCC to submit an annual report to the Board on the matters in section 5.2.10 of the Manual. The report is published on the RSSB website after it has been approved by the Board.

2.2 Relationship with Standards Committees

2.2.1 ISCC provides direction, advice and guidance to SCs (the Code, section 3.3.2). ISCC has asked SCs to provide strategic plans and periodic reports on their activities to the Committee to assist in fulfilling these requirements.

2.2.2 ISCC provides oversight of SCs (Standards Manual, section 5.5).

2.2.3 ISCC approves the composition of SCs and agrees the appointment of Chairmen of SCs in certain circumstances (Standards Manual, sections 6.1 and 6.2.2).

2.2.4 ISCC approves the allocation of each RGS to a Lead SC, and to Support SCs or Multifunctional SCs where appropriate (Standards Manual, section 6.4).

2.2.5 ISCC approves the establishment of Multifunctional SCs (Standards Manual, section 6.4).

2.2.6 ISCC approves the coverage (the scope of the subsystem) of each SC (Standards Manual, section 6.6).

2.3 Relationship with RSSB

2.3.1 RSSB is required to establish and maintain ISCC (the Code, section 3.3.1).

2.3.2 RSSB provides support to administer ISCC (Standards Manual, section 7.7).

2.3.3 RSSB provides reports to ISCC at six-monthly periods on standards-related work (Standards Manual, section 5.6.1a and the decision of ISCC meeting on 12 February 2010 (agenda item 4.2)).

- 2.3.4 RSSB consults with ISCC as required on the items relating to the management of RGSs in section 5.6.1b of the Standards Manual and acts upon advice from ISCC (Standards Manual, section 5.6.1c).

2.4 Decision taking on RGSs

- 2.4.1 ISCC (and SC) decision taking under the Code is by consensus (the Code, section 4.1). Section 7.1 of the Standards Manual sets out actions to be taken in situations when consensus cannot be achieved by ISCC and guidance on ISCC's role when SCs cannot reach consensus.
- 2.4.2 Section 4.3 of the Standards Manual sets out the Intervention Procedure to be followed by the Board, which includes consultation with ISCC.

3 Strategic Planning

- 3.1 The Board of RSSB has asked ISCC to produce a Strategic Plan. The first Strategic Plan which covers the remainder of Control Period 4 (2010 – 2014) has been produced and will be updated periodically as ISCC develops its approach to planning.

4 Membership

- 4.1 Membership of ISCC is regulated in accordance with sections 7.2 – 7.6 of the Standards Manual.
- 4.2 The ISCC has an independent chair and members drawn from each category of RSSB membership.
- 4.3 ISCC may co-opt additional members as it sees fit.
- 4.4 Members may nominate alternate members.
- 4.5 DfT and ORR have each nominated an observer to the ISCC.
- 4.6 A list of current members, alternates and observers is available on the RSSB website.

5 Members' responsibilities

- 5.1 Roles and responsibilities of ISCC members are set out in section 3.5 of the Code and in sections 7.1 and 7.10 of the Standards Manual.

6 Sub-committees

- 6.1 ISCC may establish sub-committees to carry out specified activities on behalf of ISCC (Standards Manual, section 7.9).

7 Meetings

- 7.1 RSSB provides support to administer ISCC meetings (Standards Manual, section 7.8). The tasks of the secretary to ISCC include:
- a) Preparation of the draft agenda for approval by the Chairman

- b) Preparation of draft minutes for the Chairman to review within three days of the meeting and distribution of the reviewed draft minutes to members within 10 days of the meeting.

7.2 ISCC meetings are quorate if at least five of its members are present, including at least one Network Rail representative and one railway undertaking (passenger) representative.

8 Review of remit

8.1 ISCC will review its remit, including membership, annually.

Appendix A Key Activities

A.1 Annex A does not form part of ISCC's Remit. It is provided as a guide to ISCC's key activities.

Activity	References	Delegations
1 Provide direction, advice and guidance to SCs and RSSB with respect to:		
a) The interpretation of the RGS Code	RGS Code, section 3.3.2	
b) European Standards issues relevant to the mainline railway which affect RGSs, including:	RGS Code, section 3.3.2	
i) Monitoring the activities of the RISC through the DfT and providing feedback to the DfT		
ii) Monitoring the activities of the ERA/NSA meetings through the ORR and providing feedback to the ORR		
iii) Issuing guidance to assist industry with the development and writing of TSIs and ENs	Strategic issue 04	
iv) Reviewing SC activities in relation to the development of TSIs and ENs and advising on resourcing issues		

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| v) Reviewing GB industry actions to manage issues in relation to the application of TSIs through the TSIs issues log | Managing the issues log for the application of Technical Specifications for Interoperability in the UK, issue 3 | RSSB may fully document the recommended solution that closes an issue on the log. |
| c) Prioritisation and resource allocation for changes to RGSs, including: | RGS Code, section 3.3.2 | |
| i) Reviewing SC strategic plans and their proposals for managing the standards programme | | |
| d) The reconciliation of uncertainty or conflict between subject areas | RGS Code, section 3.3.2 | |

- e) The impact of changes in legislation on the content of RGSs, including:
 - i) Interpretation of the scope of European Directives on Interoperability and their application to the GB mainline railway
 - ii) Assessing changes brought about by GB regulations on interoperability and providing advice on their applicability to the GB mainline railway
 - iii) Assessing and managing the changes brought about by GB or EC regulations that affect the activities carried out under the Code
 - 2 Monitor and review the effectiveness of:
 - a) RGSs in meeting the purpose defined in the RGS Code at section 1.3.1, including
 - i) Overseeing the process for the publication of RGSs
 - ii) Suggesting improvements to the way in which standards are produced so that they promote the long-term best interests of the railway
- RGS Code, section 3.3.2
- RGS Code, section 3.3.2
- Strategic issue 07

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| <ul style="list-style-type: none"> iii) Identifying ways in which standards can be optimised to improve efficiency and reduce cost iv) Receiving an annual report from RSSB on the review of standards | <p>Strategic issue 08</p> <p>RGS Code section 5.9 & Standards Manual, section 9.9</p> | |
| <ul style="list-style-type: none"> b) The procedures defined in the Code and Standards Manual for managing the creation, modification or withdrawal of RGSs, including: <ul style="list-style-type: none"> i) Approving policy documents that support the procedures in the Code and Standards Manual | <p>RGS Code, section 3.3.2</p> | |
| <p>3 Approve lists of measures to be proposed by RSSB to the member state as:</p> <ul style="list-style-type: none"> a) National technical rules in response to European Directives concerned with the interoperability of European railways | <p>RGS Code, section 3.3.2</p> | <p>RSSB may approve lists of measures to be proposed to the member state for notification as NTRs where changes to the scope or content of a NTR on the list is not substantive (that is to say, nothing needs to be done differently as a result of the change). Reference: ISCC document on managing NTRs dated 6 November 2009.</p> |

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| <ul style="list-style-type: none"> b) National safety rules in response to European Directives concerned with the safety of European railways (on behalf of Safety Policy Group) | <p>RGS Code, section 3.3.2</p> | <p>RSSB may approve lists of measures to be proposed to the member state for notification as NSRs where changes to the scope or content of a NSR on the list is not substantive (that is to say, nothing needs to be done differently as a result of the change).</p> |
| <p>4 Approve proposed GB specific cases and the associated economic evaluation prior to them being proposed for inclusion in a Technical Specification for Interoperability</p> | <p>RGS Code, section 3.3.2</p> | |
| <p>5 Consider applications from relevant organisations for support from RSSB to help produce and/or publish documents outside the scope of the RGS Code, including:</p> <ul style="list-style-type: none"> a) Reviewing whether the organisation applying for assistance is acceptable. b) Approving the draft MOU and making recommendations to the Board of RSSB | <p>Standards Manual, part 13</p> | |

- 6 Providing a forum for the discussion of GB legislation relevant to standards to establish a common GB industry position, including:
 - a) Reviewing proposals relating to the transposition of European directives on interoperability into GB regulations and commenting to DfT as necessary
 - 7 Sponsors of the Yellow Book, including:
 - a) Providing direction to RSSB and the Steering Group on the project to review the means of providing guidance on engineering change management to the industry
 - 8 Liaison with government and other industry groups to enable the delivery of standards that support the strategies of these groups
- Strategic issue 01

- 9 Maintaining an overview of relevant European Commission and ERA policies and emerging issues that may affect standards in order to influence the direction of these policies and issues, including: Strategic issue 03
- a) Reviewing the Commission's agenda and ERA workplans
 - b) Engagement with relevant ERA and GB groups to influence relevant European policies and emerging issues
 - c) Reviewing reports from the ERA Economic Survey Group on major issues affecting GB standards

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| 10 Working with government and relevant GB industry groups to develop strategies for the direction of TSIs and other standards-related documents, including:
a) Providing guidance to those people engaged in drafting TSIs or other standards-related documents
b) Reviewing reports from those GB people engaged in drafting TSIs or other standards-related documents.
c) Resolving issues where the direction of the TSI or other standards-related document does not meet the strategic direction set by GB industry | Strategic issue 04 |
| 11 Influencing the processes in Europe for developing and managing TSIs and ENs | Strategic issue 05 |
| 12 Reviewing RSSB justification for and spend on contracts for specialist work | |
| 13 Manage amendments to the RGS Code and to the Standards Manual | RGS Code, sections 8.6 & 8.7 |