REMIT

Plant Standards Committee Remit

1. Establishment and purpose

1.1 The UK Member State has delegated the authority for making decisions about creating, changing, deviating from and publishing national rules to the rail industry. The Railway Group Standards Code (the Code) requires that Standards Committees (SCs) reporting to the Industry Standards Coordination Committee (ISCC), shall be established and maintained to fulfil that delegated authority.

1.2 The Code sets out the conditions of the delegated authority and the principles on which the industry, via SCs, discharge their obligations under the Code. The Standards Manual (the Manual) supplements the Code and includes guidance relating to the management of RGSs and other documents such as National Operations Publications (NOPs), Rail Industry Standards (RISs) and Guidance Notes (GNs) which are also authorised and published by RSSB.

1.3 The SC will base its decisions about standards documents in accordance with the decision taking principles set out in Code and the Manual.

1.4 This document sets out PLT SC’s remit and fulfils the requirements of section 6.2.2 of the Manual. It sets out the SC’s working arrangements and scope, and should be read in conjunction with the Code and the Manual.

2. Functions and responsibilities

2.1 The functions and responsibilities of the SC are set out in the Code and the Manual. The scope of the SC is related to the documents mentioned in 1.2 above and constrained by its coverage set out in Appendix A.

2.2 The SC, in conjunction with RSSB, shall develop a strategic plan, that aligns with the ISCC Strategic Plan, against which the SC can monitor progress on its portfolio of standards.

2.3 The SC Chair shall advise RSSB’s Director of Standards on standards related priorities as determined by the SC and the associated programme of work. The RSSB Director of Standards is accountable for the direction, delivery and budget for the overall programme of work and associated resources relating to standards in accordance with RSSB’s Business Plan.

3. Operation and management

3.1 The arrangements for the establishment of a sub-committee are set out in the Manual.

3.2 The circumstances under which the Chair may consider and approve deviations outside of a meeting:
a) Where, given the safety or economic implications of a delay, there is insufficient time for the application to be considered at the next meeting, and
b) The deviation is for a time-limited duration; or
c) The scope, predicted impacts and proposed alternative to the requirement(s) are similar to Deviations previously approved by the committee.
d) Where given permission by the committee to sign on their behalf

Note the Chair, if considering a deviation application outside of a meeting, may decline to take a decision because they lack the necessary technical expertise, have personal or corporate interest in the matter, or believe it should be taken by the SC itself.

3.3 The Chair, in consultation with the SC, shall prepare a progress report for ISCC, covering:
   a) Key issues from the last twelve months
   b) Actions to address open issues
   c) Look ahead and impact on strategy
   d) Assistance required from ISCC

3.4 Where support is required from RSSB, subgroups shall only be established with the authorisation of the RSSB Director of Standards and in accordance the Standards Manual. The SC will monitor the progress of the work of any subgroups, review their remits and communicate regularly with them. Proposals to revise the remits of subgroups shall be subject to authorisation by the RSSB Director of Standards, taking into account the views and requirements of ISCC.

4. Meetings

4.1 The SC shall set the frequency of its meetings based on its forward plan and historical data on deviations. Meeting dates are published on the RSSB website and may change if the Chair considers there is insufficient business to justify a meeting. [The Manual expects meetings at least every three months unless decided otherwise.]

4.2 The Code and the Manual set out the industry categories that shall be represented. The composition of the SC is set out in Appendix A.

4.3 The SC has agreed that a meeting is quorate if it is deemed by those present at the beginning of the meeting that there is sufficient competence and representation to deal with the agenda items presented. The circumstances under which a SC shall defer a decision or deal with an issue via correspondence when there is insufficient industry representation is set out in the Manual.

5. Evaluation and review

5.1 The SC shall undertake an annual self-assessment of its performance in delivering its activities and review its Remit. The SC’s self-assessment and review of its Remit shall consist of:
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a) Assessing existing and new activities to ensure that the SC’s scope of work continues to align with RSSB’s Strategic Objectives and Business Plan.

b) Reviewing the appropriateness of its membership. Where the SC considers that its membership is no longer appropriate, it shall advise RSSB. The SC Chair, with advice from RSSB, shall take steps to obtain the appropriate representation on the committee.

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Appendix A  Committee’s coverage and composition

A.1 The Committee’s coverage

A.1.1 The Committee coverage includes

Within the scope defined in the remit, the Committee’s coverage includes fixed and mobile plant used in the railway industry including the management of risk from the use of this equipment.

The coverage therefore includes:

- Fixed equipment (for example lighting), fixed machinery (for example escalators) and power supplies; mobile equipment and machinery used on and off the rails;
- Consideration of the interfaces between items within its coverage and those within the coverage of other standards committees (for example the interface between fixed plant and railway infrastructure, and the interface between mobile plant and vehicles);
- Requirements relating to activities dealt with in general, multifunctional documents in so far as they affect items within the Committee’s coverage. Such activities include for example, competence, procurement, construction, engineering acceptance and record keeping activities;

It excludes traction power supply and locomotives; wagons and coaches that are used on rail outside of possessions which are not classified as on-track machines.

The Committee also acts as the BSI panel for Standards that may influence plant that can be used in the Railway Industry.

A.2 Composition of the Committee

A.2.1 The Committee shall have 15 members elected in accordance with the Code and the Manual, representing the following industry categories:
1 x Passenger train operators
1 x Non-passenger train operators
2 x Network Rail
2 x Other Infrastructure Managers
1 x Rolling stock owners (including rolling stock leasing companies)
2 x Infrastructure contractors
5 x Supplier (including rolling stock manufacturers)
1 x Member of RSSB personnel

A.2.2 A list of current members, alternate members, co-opted members and observers can be found on RSSB’s website (https://www.rssb.co.uk/). The Code and the Manual sets out details on membership.

Changes to membership arrangements will be subject to the relevant change process as defined in Section 8 of the Standards Manual.

A.2.3 Note: If the Chair is selected from one of the industry category representative members of the committee, the industry category concerned shall be entitled to appoint a new committee member to represent the views of their industry category.

A2.4 If the RSSB representative is selected to be the Chair, the Chair shall decide whether it would be beneficial to the committee to appoint a new committee member to represent RSSB.