REMIT
Control Command & Signalling 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 RGSs, NOPs, RISs and GNs in accordance with the decision taking principles set out in Code and the Manual.

This document sets out CCS 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.

The SC Chairman 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 Chairman may consider and approve deviations outside of a meeting:

a) If that Standards Committee has agreed that this may occur, and

b) Only in those circumstances prescribed by that Standards Committee:

i) it is agreed to be urgent by a member of the CCS Standards Committee

ii) the declared deputies may approve on behalf of the Chairman if the Chairman is not available
iii) for deviations relevant to Infrastructure Manager / Network Rail issues approval is sought and gained from the relevant train operator representative.

iv) for deviations relevant to train operator issues approval is sought and gained from the relevant Infrastructure Manager / Network Rail representative.

Note the Chairman, 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 Chairman, in consultation with the SC, shall prepare a progress report for ISCC, covering:

a) Key issues from the last six months

b) Actions to address open issues

c) Look ahead and impact on strategy

d) Assistance required from 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 Chairman 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:

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 Chairman, with advice from RSSB, shall take steps to obtain the appropriate representation on the committee.
Appendix A  Committee’s coverage and composition

A.1  The Committee’s coverage

A.1.1  The Committee’s coverage includes all train control and signalling systems, and communications systems associated with train operations. It includes consideration of the interfaces between subjects within its coverage and those within the coverage of other standards committees (for example, the interfaces between signalling and operations).

The purpose of the Committee is as set out in section 6.1.1 of the Manual.

A.2  Composition of the Committee

A.2.1  The Committee shall have 12 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
- 3 x Network Rail and other infrastructure managers
- 1 x Rolling stock owners (including rolling stock leasing companies)
- 2 x Infrastructure contractors
- 3 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.

A.2.3  Note: If the Chairman 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.

A.2.4  If the RSSB representative is selected to be the Chairman, the Chairman shall decide whether it would be beneficial to the committee to appoint a new committee member to represent RSSB.