1. **Establishment and purpose**

1.1 GB Mirror Groups are industry forums to share, coordinate and collectively agree GB views on matters relevant to changes to Technical Specifications for Interoperability (TSIs). These collectively agreed GB positions can then form the basis of the GB Railway’s view to inform the sector and state representatives involved in influencing the development of TSIs at an EU level.

1.2 The GB sector representatives participate in relevant EU level sector groups such as:

- The Association of the European Rail Industry (UNIFE)
- Community of European Railway and Infrastructure Companies (CER) and
- European Rail Infrastructure Managers (EIM).

1.3 These EU level groups provide members (‘Speakers’) to the EU Agency for Rail’s TSI Working Parties (who comment and agree the draft changes to the TSIs). Additionally, each Member State is also represented on the working party by a representative from the National Safety Authorities (NSAs) which is the Office of Rail and Road for GB. The Department for Transport (DfT) representative, represents the UK at the Railway Interoperability and Safety Committee (RISC) which considers changes to TSIs. Click on the link to this diagram for more details on the different roles in the development of TSIs.

1.4 GB TSI Mirror Groups have no elected members from the rail industry, attendance is open to any member of the industry. The need for a TSI Mirror Group can be triggered by any industry body, group or member organisation, and RSSB can be asked to facilitate the creation of a group and support its functioning. A TSI Mirror Group is established by RSSB only when requested to do so by members or state bodies, and supported by the relevant industry Standards Committee in the lead for agreeing domestic standards in the applicable area.

1.5 Additionally, RSSB also must assure itself that it has adequate resources to support a TSI Mirror Group’s activities and the outputs from the Mirror Group are beneficial to its primary objective and associated activities.

1.6 The creation of the GB Traffic Operations and Management (TOM) Standards Committee (SC) European Mirror Group was supported by TOM Standards Committee and established by RSSB on 06/12/2017 date.

1.7 This document sets out the TOM SC European Mirror Group’s Remit, its working arrangements and scope.

2. **Functions and responsibilities**

2.1 The functions and responsibilities of the GB Mirror Group are to:

   a) Advise GB members of sector organisations
b) Brief the Department for Transport representative at the Railway Interoperability and Safety Committee (RISC) on progress with the TSI as needed

c) Support development of GB specific cases

d) Establish a common GB view on TSI issues

e) Draft GB ‘TSI Strategic Directions’ for the Industry Standards Coordination Committee (ISCC) approval

f) Brief ISCC on progress with the TSI as needed

2.2 The scope of the Group is set out in Appendix A.

2.3 The Chairman of the TOM SC 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 Standards Committees (SCs) approve the creation of Railway Group Standards (RGSs) and the development, revision and withdrawal of RGSs. RGSs contain national technical rules (NTRs) and there is a legal obligation to propose to the Department for Transport (DfT) those NTRs that should be notified against each of the TSIs for use on the GB mainline railway. The TOM-SC European Mirror Group shall provide reports to the relevant SCs on issues that may have an impact on the content of RGSs for which they are responsible. Information about NTRs and notification is available on this link.

3.2 The TOM SC European Mirror Group shall liaise with the following Mirror Groups to ensure consistency at the interfaces between sub-systems:

- CCC TSI MG

3.3 The TOM SC Mirror Group shall cease activity upon completion of its remit or delivery of the following outputs:

- If requested by the TOM SC
- Where the Mirror Group members deem that there are insufficient interface issues to meet the scope.

3.4 The TOM SC European Mirror Group shall not create any subgroups without seeking authorisation from the RSSB executive.

4. Meetings

4.1 The TOM SC European Mirror Group shall meet every three months, meeting dates may change if the Chairman considers there is insufficient business to justify a meeting.

4.2 Advice on the composition of the TOM SC European Mirror Group was provided by the TOM SC. The members of the TOM SC European Mirror Group are set out in Appendix A.
TOM SC European Mirror Group

4.3 A TOM SC European Mirror Group 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.

4.4 Decisions will be reached by consensus.

4.5 If any member is likely to be affected by a decision and is absent from a meeting, they will have two weeks after issue of the draft minutes of the meeting to make an objection to that decision. If no such objections are made the decision will stand.

5. Evaluation and review

5.1 TOM SC shall undertake an annual assessment of both its own and the TOM SC European Mirror Group performance in delivering its activities and review its Remit. If the review concludes that the TOM SC European Mirror Group no longer has sufficient business to warrant remaining active, the Chair of TOM SC shall recommend that the Mirror Group is closed and make arrangements, if necessary, for any outstanding business to be transferred to another appropriate committee.

5.2 If the Mirror Group considers that a change to its remit is needed, it shall make a proposal to the TOM SC. New and modified remits shall be subject to endorsement by the SC and authorisation by the RSSB executive.

5.3 If the committee considers that its membership, skills or experience are no longer appropriate or sufficient to operate effectively, it shall take steps to rectify the situation.

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Appendix A  TOM SC Mirror Group’s scope and composition

A.1  The Mirror Group’s Scope

A.1.1  The Mirror Group’s Scope includes:

- The Committee’s coverage includes mirroring the scope of the OPE TSI, Train Driver Licensing Directive and related specifications including:
- Monitoring and advising on specification development.
- Proposing changes to specifications.
- Coordination and understanding of what is happening in Europe so that the group can forward plan.
- Briefing applicable governance groups on developments in Europe and potential impacts on industry.
- Determining and/or contributing to the single GB view, where possible.
- Providing a forward view on key issues that affect GB and protect the GB position on cost and complexity.

A.1.2  The Committee supports the TOM Standards Committee in discharging its responsibilities in respect of:

- Developing strategies for the direction of relevant TSIs and Directives, seeking ISCC’s endorsement for those strategies.
- Identifying the need for GB specific cases.
- Directing the development of, and seeking ISCC’s endorsement for, proposed GB specific cases and the associated economic evaluations.

A.2  Composition of the Mirror Group

A.2.1  The Mirror Group shall have representation from RSSB and the following RSSB member categories:

- Infrastructure Manager
- Passenger Train Operator
- Non-passenger Train Operator
- ROSCO
- Supplier
- Infrastructure Contractors
A.2.2 The Mirror Group shall invite observers from:

- Department for Transport
- Office or Rail and Road

A.2.3 A list of current members can be found on RSSB’s website (https://www.rssb.co.uk/).