



Notes of the SAMSIG Meeting

Held on: 25 November 2016

At: USL Structure Care, Panama House, 184 Attercliffe Road
Sheffield S4 7WZ

| Item | Notes | Action Points |
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| 1. | <p>Welcome</p> <p>Russell Simmons chaired the meeting, welcomed attendees and thanked Tim Whittaker and his colleagues at USL Structure Care for kindly hosting the meeting and for providing refreshments and lunch.</p> <p>Attendees</p> <p>David Bewley, Alex Chetwood, Paul Gibson, Jeff Jones, Graeme Middleton, Russell Simmons, Chris Wapples, Tim Whittaker, Ed Burlison, Mark Sulik, Wayne Madge and Aimee Bates</p> <p>Apologies</p> <p>Martin Whittet, Richard Bowyer</p> | |
| 2. | <p>BPA communications</p> <p>Members were happy with the communications they are receiving from the BPA. One member experienced issues initially but this has been resolved</p> | |
| 3. | <p>Vice Chair</p> <p>Nominations for Vice Chair have been received from Graham Middleton (Cemplas) and Richard Bowyer (Triflex)</p> <p>Graham gave a statement to the group. Richard was unable to make the meeting but had sent a statement which was read out.</p> <p>Members voted anonymously and Richard was elected by a margin of 5-3. Congratulations were passed to Richard by all</p> | |

4. ICE Update

The ICE document for inspection and maintenance of car parks is being reviewed. The review has been 3 years in the making.

The current document recommends a proscribed time scale for inspection. The new document bring car park inspections in line with other major structural assessments in that it takes a risk based approach. By law car parks must be inspected but following the guidance in the ICE document is not mandatory.

The review is likely to be finished in the spring. SAMSIG members are in favour of using this revised document to promote the sector.

The new document will be available digitally with individual chapters being available to purchase as well as the whole document.

Mandatory Inspections

A discussion was had around making inspections mandatory. The last time this was raised with government they indicated they were happy with the current legislation and were not looking to introduce further requirements for car parks.

SAMSIG believes there is mileage in lobbying for this again as it has been some time since this was last raised and requests that the BPA look to raise this issue with government.

This is an opportunity for the BPA to do more with Government. Part of the BPA masterplan is the betterment of car parks.

Life Care Plans

There is an ignorance of life care plans in the wider market and the following items were considered to raise their profile

- A CPD opportunity, could a life care training module be available through Wamitab. The training would include at an entry level recognizing the need for life care plans, what to look out for, being able to assess contractors and what they do.
- An Award, a category for the best “cared for car park” to run alongside the best refurb and best new categories to raise the profile of life care plans in the wider market.
- Insurance companies, Life care plans can be promoted through insurance companies. This has the advantage of potentially reducing premiums if plans are in place.
- Safer Parking Scheme, The SPS Leaflet on life car plans will be reissued when the ICE document update is completed and used to further promote the importance of life care plans to Park Mark award holders.

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| <p>5.</p> | <p>Parking Spaces</p> <p>A discussion was had on the size of car park space as this issue has been in the news recently.</p> <p>A technical paper (Parking Practice Note) has been proposed on the issue setting out the recommendations for space size. Car sizes, different types of lining and the purpose for car park are some of the items to be considered Input from car manufactures could be sourced</p> <p>The resolution paper could be entered into the Ernest Davis Awards.</p> <p>Chris Whapples (Stripe) and Alex Chetwood (Triflex) to head the project.</p> | <p><u>CW & AC</u></p> |
| <p>6.</p> | <p>BPA Membership – Value</p> <p>A discussion was held around increasing the value S&AM members gain from their BPA membership. Topics covered included the following:</p> <p>PiPA</p> <p>The BPA is currently promoting PiPA to the healthcare and higher education sector. The work SAMSIG have done regarding setting the assessment criteria for a PiPA was discussed. This resulted in a set of standards organisations can be assessed against for Manufactures, Suppliers and Consultants. Some standards are relevant to all three some to just one.</p> <p>SAMSIG were concerned about the return on investment for PiPA. They are in favour of raising the standards across the sector but as with any decision made by their companies they need to see the commercial advantage to PiPA.</p> <p>An example of this could be if a higher education PiPA holder needs a supplier they would need to choose a PiPA supplier.</p> <p>SAMSIG would like to see a plan from the BPA demonstrating its value to the sector and showing</p> <ul style="list-style-type: none"> • How it will be implemented • How it will add provide a commercial advantage • What the BPA will do to promote PiPA accredited organisations <p>SAMSIG have requested that the criteria be made available in the member area of the website for review.</p> <p>The question was raised as to why PiPA is offered to non BPA member organisations even if it is at a higher cost. This was seen as reducing the value of BPA membership.</p> | |

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| <p>Aimee will pass the points raised to the PiPA team and feedback to the group.</p> | <p><u>AB</u></p> |
| <p>Approved Suppliers</p> <p>The concept of BPA approved suppliers were discussed. If the BPA is called and asked to recommend a supplier of a car park product what do they do? The BPA is unable to recommend one member above another as this would not be fair to all members. If they are contacted the caller is directed to the product and services guide on the BPA website.</p> <p>A demo of this was shown to the group but not all companies showed in the guide. Clarification will be provided by the BPA on who shows in the guide and why. Russell also confirmed that requests of this type are referred to him and he is then able to guide the caller to the appropriate supplier.</p> <p>SAMSIG would like to see an improvement to the listing of supplier on the website. Additionally is feedback available on visitor to the product and services guide?</p> | |
| <p>Aimee will look into the points raised on the product and services guide and feedback to the group</p> | <p><u>AB</u></p> |
| <p>Parkex</p> <p>A proposal has been produced by Brintex and the BPA to add value for SAMSIG members distributing at Parkex.</p> <p>An area has been set aside to create a mini car park allowing those involved to showcase their products in a 'live' environment. The area could also contain a driverless car to help generate footfall to SAMSIG stands. The proposal would enable exhibitors to take advantage of a larger demonstration environment than their stand without additional outlay.</p> <p>The proposal can be found here.</p> <p>SAMSIG members were pleased to be offered the opportunity but many felt that they would not see sufficient return on their outlay to consider exhibiting.</p> | |
| <p>LinkedIn</p> <p>Members were asked if they thought the LinkedIn group was gaining value. It was mentioned that the group was hard to find as SAMSIG was written as BPASAM-SIG. An edit to the name has been requested to remove the hyphen, Aimee to follow up.</p> | <p><u>AB</u></p> |
| <p>Tweets</p> <p>The BPA was asked to tweet more items for SAMSIG, Aimee to follow up.</p> | <p><u>AB</u></p> |

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| <p>7.</p> | <p><i>SAMSIG CPD presentation update</i></p> <p>SAMSIG members reviewed the CPD presentation ahead of delivering it to wider BPA members at regional groups.</p> <p>Notes on the changes suggested will be passed to Russell to coordinate updates.</p> <p>Slide notes will be added to the presentation to aid consistent delivery of the presentation regardless of the speakers.</p> <p>Once the technical information has been updated the presentation will be passed to the BPA so logos can be removed from picture as required.</p> | <p><u>AB</u></p> <p><u>RS</u></p> <p><u>AB</u></p> |
| <p>8.</p> | <p><i>AOB</i></p> <p>The previously proposed request to change the name of SAMSIG was raised. It is felt that the name Structures and Asset Management may not allow other BPA members to immediately understand what is offered by organisations from this sector.</p> <p>A decision on what the new name would be was not reached.</p> | |