

National Winter Service Research Group

Constitution

January 2024

1. Nomenclature and Constitution

- 1.1 The group shall be known as 'The National Winter Service Research Group' or the 'NWSRG'.
- 1.2 The Group shall comprise organisations, individuals and groups that provide a positive contribution to the safety of the travelling public through the provision of winter maintenance services upon the highways of the United Kingdom; namely UK Highway and Roads Authorities, Consultants and Contractors providing the winter service.
- 1.3 The NWSRG is a Technical Group of the UK Roads Board and the wider UK Roads Leadership Group.

2. Objectives

- 2.1 The objectives of the NWSRG are detailed within the NWSRG Business Plan.

3. Financial Administration

- 3.1 The finances of the group will be administered by a legal entity, with audited accounts, with appropriate remuneration that is approved by the Steering Group but under the direct control of the group with two signatories which should include the Chair (or their nominated deputy) and one other Steering Group member.
- 3.2 Research work that is commissioned by the Steering Group will be administered through contractual agreements with Steering Group members or other appropriate third-party legal entities.

4. Group Structure

- 4.1 The group structure, roles and responsibilities and credentials for membership are detailed within the NWSRG Terms of Reference and Business Plan.

5. NWSRG Website

- 5.1 The NWSRG website will be linked to the UK Roads Board website.
- 5.2 All final reports and technical guidance will be freely accessible on an open internet website.
- 5.3 All interim reports, interim results, meeting details, minutes and other relevant information will be hosted on a secure (password-protected) Internet website.
- 5.4 Creation, maintenance, security and update of the website site will be the responsibility of the Secretariat or other body appointed by the Steering Group.
- 5.5 Prior to publication, website content will be agreed by the Chair and ratified with the Steering Group at the next available meeting.

6. Funding

- 6.1 The NWSRG shall be financed from the UK Roads Board and other sources of available funding as the Steering Group deems appropriate.
- 6.2 Membership year runs from the 1st April to the 31st March inclusive.
- 6.3 Membership to the NWSRG is free.

7. Disputes

- 7.1 In the event of a dispute at a Working Group meeting, the issue shall be resolved by the Steering Group.
- 7.2 Disputes within the Technical Advisory Group will be resolved internally by its Members.
- 7.3 The constitution may only be changed by the Steering Group and approved by the UK Roads Board.

8. Cessation of the NWSRG

- 8.1 The NWSRG will cease if, in the opinion of the Steering Group and approved by the UK Roads Board, it is inappropriate and ineffective to continue running the NWSRG.