

**Minutes of the Quality Panel meeting held at 11.00am on 9 May 2008 at
Westfield Sportscars Ltd, Unit One, Gibbons Industrial Park, Dudley Road,
Kingswinford, West Midlands DY6 8XF**

Present

A Nock (Vice Chairman)	GKN Autostructures Ltd
D Wilson	CLF Technologies Ltd
H Grimhammar	General Motor Manufacturing UK Ltd
J Turner	Westfield Sportscars Ltd
K Allen	Toyota UK Ltd
M Bird	IATF / SMMT
P Richmond	Honda of the UK Manufacturing Ltd

In attendance

S Elvin	SMMT
R Brown	SMMT Industry Forum
S Kelham	SMMT

Apologies

J Clark (Chairman)	Nissan Motor Manufacturing UK Ltd
C Oldham	Bentley
D Richards	Evobus
G Jackson	Otter Controls Ltd
J Hanson	Land Rover & Jaguar Cars Ltd
K McCauley	Tata Motors European Technical Centre
M Roberts	Nanjing Automobile Corporation (UK) Ltd
B Lawrie	SMMT
L Dunk	SMMT Industry Forum
P Hardiman	SMMT Industry Forum

Agenda Items

ITEM	REPORTS / COMMENTS / ACTIONS	Resp. / Timing
Part 1	Standard Agenda	
1.1 Apologies for Absence	<ul style="list-style-type: none"> Noted 	
1.2 Minutes of the Previous Meeting	<ul style="list-style-type: none"> Approved 	
1.3 ISO/TS 16949 issues	<ul style="list-style-type: none"> New websites have been developed for IATF (http://www.iatfglobaloversight.org) and for SMMT UK Oversight Office (http://www.smmtoversight.co.uk) A significant number of 'ofis' (opportunities for improvement) have been raised which should have been 'non conformities'. The 3rd edition of the rules has drafted definitions to make clearer when an issue is a non conformity & when it is an 'ofi' The next Oversight meeting takes place 10 – 12 June 	RB 4 July
	<ul style="list-style-type: none"> The ISO/ TC 176 meeting takes place in Serbia 18 – 24 May at which it is expected the amendment to 9001 will proceed to final draft (FDIS) & a resolution to accordingly amend TS 16949 will be tabled, as well as 9004 revision progressing to the next draft (DIS). SE will be the UK delegation leader at this meeting. 	SE 4 July

ITEM	REPORTS / COMMENTS / ACTIONS	Resp. / Timing
1.4 IF Training Issues	<ul style="list-style-type: none"> PH could not attend as he was doing an Integrated Management Systems (IMS) course. Discussion took place on the future being 'Management Systems' rather than 'Quality Management Systems' and a paper on whether one process approach can apply to Quality & Environmental Management Systems was shown. The Quality Panel did not receive the SMMT IF newsletter of 10 March (PH subsequently circulated this). 	PH 4 July
Part 2	Sub Group Status	
2.1 Sub Group 5 – SMMT Quality Panel Event	<ul style="list-style-type: none"> Future events need to link directly to the benefit of the SMMT members & the SMMT (Manufacturer Live cost money for no measurable benefit to the automotive industry) There is a potential synergy between future Quality Panel events and events SMMT Membership are planning to demonstrate how SMMT supports the automotive industry (it was noted that QP activity should not be just about recruiting new members). 	SE & BL 4 July
Part 3	Develop New Quality Panel Strategies to further support the sustainable competitiveness of the UK-based automotive industry	
	<ul style="list-style-type: none"> BERR presented at the previous meeting their 'Sakamoto Report' with the findings/needs of Japanese Companies BERR presented their Manufacturing Strategy to the Automotive Components Committee, AN gave feedback – request a presentation to the Quality Panel The NAIGT (New Automotive Innovation & Growth Team) has been launched see www.berr.gov.uk/sectors/automotive/naigt/page45547.html for more information There is potentially a stronger future for the Quality Panel (P Everitt suggested it broadening to cover Manufacturing rather than just Quality) Possibilities for the Quality Panel include repositioning as an 'umbrella' for all manufacturing issues within SMMT, becoming outward facing e.g. making QP views known to NAIGT & executive Committee etc., any development of the QP should be evolutionary SE, JC, AN, KA & PR to meet in June to develop a proposal for the next QP meeting based on the above issues 	SE, JC, AN, KA, PR 4 July
Part 4		
4.1 A.O.B.	None.	
4.2 Next Meeting	The remaining 2008 meetings take place on 4 July, 3 October, 12 December – all at SMMT Industry Forum	SK 9 May

Chairman _____

Date _____