



## Members Questionnaire -13<sup>th</sup> CITA General Assembly

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### Implementation of CITA's Strategy to become;

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*More influential with key stakeholders;*

*Proactive; and*

*Representative*

#### **Background to, and aim of, this questionnaire**

Following completion of the AUTOFORE Project, CITA is currently developing a plan for the next phase of implementing its strategy. The CITA Strategic Direction Group (which advises the CITA Bureau Permanent on strategic matters) has identified a number of issues and possible initiatives that need to be addressed by this next phase plan. To ensure that the plan is as representative as possible of the views and needs of CITA Members and key stakeholders, **CITA would welcome the contribution (ideas, suggestions and comments) of all CITA members present at the GA on the aspects of the plan that are relevant to the way that CITA operates.** A separate questionnaire covering priorities for taking forward the recommendations of the AUTOFORE Project and related topics will be issued to delegates in the Conference pack. The answers to both questionnaires will help the Strategic Direction Group and Bureau Permanent with finalisation the implementation plan.

#### **Confidentiality**

In case CITA needs to clarify any of your answers or to develop your suggestions further, it would be helpful to know your identity as the person completing this questionnaire. However, CITA is very keen for the survey to be completed in a frank and open manner so that it hears as many constructive comments and views as possible. CITA therefore undertakes to treat your identity and the views you express as confidential – **only summary information will be circulated to CITA Members.**



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## Name and Organisation of person completing questionnaire

Name:.....

Organisation:.....

CITA Membership Class: .....

*Answers to questions – please will you indicate the strength of your views by ticking one of the boxes below each question-*

## 1. Improving CITAs Research and Development Capability

### *Background*

#### **CITA Working Groups**

CITA currently develops guidelines and recommendations through the work of its [8] Working Groups. These Groups are an excellent way to collect and exchange information and ideas and to collectively develop guidelines and draft standards that reflect existing “best practice”. Because Working Groups rely on the voluntary contributions of participants, it is generally acknowledged that they are not an effective way of carrying out structured studies and research.

#### **CITA led research studies**

Over the past 7 to 8 years. CITA has successfully carried out a number of research studies that have been managed by CITA as formally structured projects. Most of these have been fully funded by the European Commission (EC). However, the largest and most recent project carried out by CITA, the AUTOFORE Study, was only partly funded by the EC. Over 60% of the final cost of the Study was funded by a number of CITA Members and one key stakeholder. This is likely to be the trend for future studies and other research projects. Indeed, it is becoming increasingly difficult and time consuming to secure EC funding at any level. If CITA wishes to take forward future research in a timely and efficient manner, it is probable that it will need to find ways of directly funding the work itself.

#### **Future Initiatives**

The final session of the Porto Conference will be covering future initiatives to take forward the recommendations of the AUTOFORE Study and other initiatives. It is important for CITA to know the views of its members on:

- priorities for these future initiatives;
- other initiatives members may wish to identify;
- whether members will be willing to join as sponsors future consortium projects led and managed by CITA where they see the work as meeting their business objectives; and,



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- whether members will be willing to act as paid research contractors for funded consortium projects led and managed by CITA. (note: Members would be required to have the competencies and capacity needed to carry out the work to a high standard).

### Questions

- a. You will be asked in the separate questionnaire to be issued to all Conference delegates for your views on which recommendations you see as important and needing priority action by CITA? However, overall, do you agree that taking forward the recommendations of the AUTOFORE Study should be of the highest priority for CITA?

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

- b. Do you have suggestions for other initiatives that CITA should treat as priorities? Please list below.

- c. In principle, what is the probability that your organisation would be willing to join, as a sponsor, future collaborative projects designed to progress the implementation of the AUTOFORE recommendations?

very probable ☐

probable ☐

don't know ☐

unlikely ☐

very unlikely ☐

- d. Does your organisation have the competencies and capacity, and is it likely to be willing, to act as paid contractors for funded consortium projects led and managed by CITA?

#### Competencies and Capacity

very probable ☐

probable ☐

don't know ☐

unlikely ☐

very unlikely ☐

#### Willingness to act as Sponsor

very probable ☐

probable ☐

don't know ☐

unlikely ☐

very unlikely ☐



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## 2. Improving the way the CITA presents its Recommendations

At present, CITA Working Groups develop draft “recommendations” for approval by the CITA General Assembly. These are then made publically available. **The purpose and coverage of these “recommendations” is not defined or standardised** and as a result current “recommendations” cover a number of types and aspects of recommended practice, including:

- **guidelines** on “best practice” approaches to how vehicle inspection should be carried out (eg. Procedures, quality, equipment etc.)
- **firm recommendations** intended to be used as the basis for draft international standards and legislation. To be fully influential, these should normally encompass **what** is to be inspected, when inspections should be carried out and **by whom**; and when possible, **justification in cost/benefit terms** for implementation of the inspection requirement. However, “recommendations” are usually developed in stages and some “recommendations” only cover one or more of these aspects.

### Questions

#### a. Do you see benefits in a more structured approach, that

- **Distinguishes between guidelines and formal recommendations**

full support ☐ support ☐ neutral view ☐ oppose ☐ strongly oppose ☐

- **Defines the scope and minimum content of each part (aspect) of formal recommendations**

full support ☐ support ☐ neutral view ☐ oppose ☐ strongly oppose ☐

- **Identifies coverage of the document (eg. What is to be inspected, when inspections are to be carried out etc)**

full support ☐ support ☐ neutral view ☐ oppose ☐ strongly oppose ☐

- **Restricts access to “guidelines” to CITA Members only**

full support ☐ support ☐ neutral view ☐ oppose ☐ strongly oppose ☐



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- b. Please suggest other ideas for improving the way that CITA presents and publishes its guidelines and recommendations. **Please list below.**

### 3. Improving the way that CITA communicates with its Members

#### Keeping Members informed

- a. CITA is about to go live with an improved website. **Should the new website be used as the primary way of keeping Members up to date on all aspects of CITA's activities and informed of developments in CITA's policies and initiatives?**

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

If you oppose the use of the CITA website as the primary communication tool, what other means of communicating do you suggest CITA uses?

- b. Part of the new website will restricted to Members only. This part will provide direct access to CITA Guidelines; a database of CITA Members; Working Group meeting dates; meeting reports; results of CITA questionnaires and surveys; and information on other important events. **Please list below any other suggestions you have for use of the restricted part of the website.**



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- c. Would more regular publication of an improved version of CITA News (say 3 times a year) be a good way of supplementing the website with more in-depth articles on current issues, news and information of individual members and developments in particular countries etc?

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

- d. Other suggestions for making CITA News more useful and informative. **Please list below.**

- e. CITA Conferences are held every 15 to 18 months. **Is this frequency right? Should Conferences be held every year or every 2 Years?** Please tick appropriate box.

Every year ☐

Every 15 to 18 months ☐

Every 2 years ☐

- f. Do you have any suggestions for improving CITA Conferences as an effective way of communicating with, and between, members? **Please list below.**

- g. Other suggestions for ways of keeping members informed.



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### Information from Members

- a. The Bureau Permanent believes that it would be very helpful for Members to know about legislative changes, inspection regime changes and other significant changes in other Member's countries and in parts of the world operating or implementing PTI and roadside inspection regimes. Would your organisation be prepared to supply CITA with information on such developments? **Please indicate your support for this initiative using the scoring system.**

full support ☐ support ☐ neutral view ☐ oppose ☐ strongly oppose ☐

- b. CITA regularly collects data and other information from Members through its questionnaires which are used to update its database and survey reports. **How important are these surveys?**

Very useful ☐ useful ☐ neutral view ☐ rarely useful ☐ never useful ☐

- c. Please identify any gaps in coverage of the current questionnaires and suggest how this service might be improved. **Please list suggestions below.**

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### 4. Enhancing CITAs influence with key international organisations and stakeholders

- a. Development of research based presentation material. International organisations like CITA frequently make significant investment in the development, production and distribution of high quality material to promote their services and products. To be fully effective, this material needs to be based on objective data and verifiable information and presented in a professional manner. **Do you agree that investing in the production of such material is a priority for CITA?**

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

- b. Co-ordinated approach to improving communications with key organisations. Do you have any suggestions for how this should be done? **Please list below.**

- c. Surveying of key stakeholders to improve CITA's understanding of their objectives, priorities, and what they think CITA needs to do to improve its international influence. **Do you agree that this is a priority for CITA?**

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

- d. Co-ordinated lobbying of key international organisations. In the past, CITA has focused of developing best practice guidelines, draft international standards and facilitating the exchange of information between Members. Should CITA also be developing a co-ordinated lobbying capability? **Do you agree that this is a priority for CITA?**

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐





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### 5. Improving the collection, analysis and presentation of data/information on mandatory vehicle inspection practices

- a. There is a significant shortage of objective data and information on the benefits of vehicle inspection and the benefits of different types of inspection regime. This makes it difficult, and often impossible, to produce convincing cases for introducing and maintaining vehicle inspection regimes and justifying proposed changes to vehicle inspection items, pass/fail standards, inspection frequencies, vehicle types subject to inspection etc. **Do you agree that significant investment in research to improve the supply of this information is needed?**

full support ☐

support ☐

neutral view ☐

oppose ☐

strongly oppose ☐

- b. Do you have any suggestions for how this research should be carried out and funded?

