



BSS Management Committee – Unconfirmed Notes

MEETING #85 TUESDAY 17 MARCH 2015, EA CENTRAL LONDON OFFICES

Present:

Chair BSSMC,
BSSAC Chair
BSSTC Chair
AINA
Broads Authority Rep
Canal & River Trust Rep
Environment Agency Rep
Environment Agency
Examiner Body Rep

Marine Trade Rep
BSS Manager

Co-opted & Others:

BSS Communications Manager
BSS Quality & Tech. Manager

Apologies:

User Group Rep

85.1 MEMBERSHIP & APOLOGIES

85.1.1 Apologies were provided from the User Group rep.

85.2 CONFIRMATION OF NOTES OF THE PREVIOUS MEETING, AND MATTERS ARISING NOT OTHERWISE TAKEN ON THE AGENDA – (ALL)

85.2.1 The AINA rep asked for the notes to be amended to show he was present, albeit that he had to leave before the meeting ended.

85.2.2 The BMF rep asked that it should be understood that its legal advice was for all navigation authorities, not only CRT.

85.2.3 The BMF rep raised the weed hatch height measurement issue, recorded at 84.4.1.6, but his comments were deferred to 85.6 BSSTC report where the issued will be discussed more fully.

85.2.4 Regarding 84.4.1.2 – BSSAC Chair wanted the notes to reflect that with regards to the crew safety signs, it was agreed these should be in sight of the helm.

85.2.5 BSSAC Chair said that the question over ventilation provision raised at 84.6.2 should be taken forward and resolved. Reference was made to Cranfield University research project looking at innovation and to include ventilation design.

85.2.6 Regarding 84.4.2.3 BMF and outstanding electrical issues – the BSS Manager updated members that the Marine Trade Representative had provided BMEEA concerns preventing their co-operation with BSS on the four listed electrical issues, and that he had replied allaying those concerns. The BSS Manager said that the concerns were largely based upon BMEEA

misconceptions concerning the responsibilities of the navigation authorities and the associated role of BSS examiners in respect of 230v AC electrical risk issues in as far as they affect the boat owner and crew.

The Marine Trade Representative reported progress concerning the list of four items in that BMEEA a) know of no safety issues with inverters, b) are working on a test specification to assess the effectiveness of 230v AC RCD protection, c) BMF can support the development of enhanced BSS 230v AC safety awareness information with comments on proposed text. It was recognised that d) BSS training enhancements for examiners had been finalised outside of any input from BMEEA.

There was a general discussion about the need to move BSS initiatives forward irrespective of any lack of assistance from the industry. The BSS Manager informed the committee that examiner training had been finalised and without any assistance from BMEEA.

He also reported that the test specification to assess the effectiveness of hire boat RCD devices was being developed and that individual hire operators and APCO were co-operating. Test specifications will be provided to BSSTC for comment shortly.

It was agreed that marine industry comment would be achieved through the BMF rep on BSSTC.

Members recorded the fact that there is growing concern about the levels of partnership and co-operation with the BMF on some technical and policy items.

85.2.7 CRT rep provided an update on CRT/BSS meeting re the current shortfall in CRT incident reporting.

A memo has been sent within CRT concerning the capturing of incident data. Where boats are unlicensed and are involved in incidents, there can be additional difficulties in obtaining pertinent details.

CRT teams should be better aware of what to record and report including obtaining the information from the members of the public.

It is a cultural issue and the key is to promoting what information to gather, why and have the colleagues understand what use is made of the information.

85.3 REPORT OF THE EXECUTIVE MEMBERS PRE-MEETING [NOT OTHERWISE TAKEN ON THE AGENDA] - (CHAIR)

85.3.1 Items discussed included the Hirer Safety Review, the financial review which is positive and some glitches in the BSS database that affected invoicing which have now been addressed.

85.3.2 The Executive reviewed the case of an examiner who operated outside of the Conditions of Registration by having no PI or PL examiner insurance.

The examiner concerned recently resigned from the BSS and so did not attend.

The Exec is minded to place a formal caution on record, with additional conditions, should he express a desire to re-apply for registration.

Members' will shortly receive a paper outlining the facts of the case and the Executive's determination & recommendation. The process calls for non-Exec members to agree the recommendations or otherwise comment.

BSS secretariat
(done)

85.4 UPDATE ON THE NAVIGATION AUTHORITY HIRER SAFETY REVIEW (CRT REP / AINA / BSS MANAGER)

85.4.1 Members were reminded that we are still at Stage 2, whereby the navigation authorities decide their reaction to Stage 1 - Hirer Safety Review. There are two outstanding items affecting the proposed BSS hire boat requirements changes:

Weed hatch opening height measurement, and the need to ensure examiner objectivity in any requirement and check for the slip-resistant surfaces. Both are being moved forward through BSSTC.

Concerning the current activity to revise the Hire Boat Code, one key issue for the AINA-led group concerns ownership of the consultation process

The stability working group testing group met on 6 Feb and while they had more issues than expected, it is likely that these will be resolved at the next meeting

The BSSMC was anxious to understand by what date a consultation on the proposed changes could begin.

The consensus of those sitting on the AINA-led group was that they hoped to agree the details by end of April ready for a Summer 2015 consultation

BSSAC Chair was keen that the hire industry could be clear what was coming their way in April 2016 by the first week of September.

85.5 CARBON MONOXIDE SAFETY ON BOATS – UPDATE FOLLOWING THE PUBLICATION OF THE MAIB AND APPCOG REPORTS [Doc D1]

85.5.1 Members discussed the BSS Office suggestion for a 'push' technique to encourage CO alarm adoption, as referred to in *Doc D1* and in the BSSAC Chairs report. Namely that examiners are asked to record on Salesforce if a CO alarm is present and functioning and whether the alarm is a certified unit. If no functioning CO alarm is found the examiner could be asked to leave a notice recommending one be acquired.

The BSS Manager referring to the MAIB recommendation for relevant organisations to conduct a co-ordinated and focused campaign, will very likely have an expected outcome to increase the take-up of CO alarm ownership amongst boat owners.

There was brief discussion as to why mandatory alarm adoption is not appropriate at this time and why persuading boat owners to choose to be protected is the appropriate way forward.

The BSSAC Chair said that hard to reach boaters should be the focus of safety initiatives in view of recent fatality incident trends. He also emphasised that hirers do not feature in CO incident data.

The BSSTC Chair reported that this issue is to be the subject of a risk review at BSSTC to test why/if the approach for private boaters should be different to the outcome established for hirer protection.

The Broads rep said that that data on the proportion of boats having CO alarms was necessary in determining the need, impact and review of any CO safety policies.

The EA rep was supportive of direct engagement by examiners in view of the lack of available navigation authority resource for this.

The BSSMC recognised that BSS Examiners already engage in goodwill

safety dialogue with their customers.

85.6 REPORT FROM THE CHAIR OF THE BSS TECHNICAL COMMITTEE [Doc C1]

85.6.1 *Weed hatch height measurement* - The BSSTC Chair raised the subject of the notes of the last BSSMC meeting that indicate the agreement to re-write the BSS requirement in-line with the ISO. He said that BSSTC members are not committed to adopt the ISO clause text and wish to retain the current 150mm measurement to normal laden waterline.

The Marine Trade Rep said that the BSS approach must take account of new hire boats where conformity is declared to and the hire boat meets the most recent version of ISO 12217.

The BSS Manager reported that since the last BSSMC meeting, two narrowboats had been assessed to allow a comparison of their weed hatch opening heights against the BSS requirement and against the parameters within ISO 12217.

He said that the hoped for equivalence could not be established because the boat trim at the time of any testing to the ISO clause would likely never be available to the BSS or its examiners.

So because a BSS requirement cannot link to an indeterminate measurement, the BSS Office advice is to revert to the original BSSTC proposal and introduce a safeguard.

The proposal is that the BSS will stay with the 'in service' 150mm measurement to normal laden waterline and to have a published safeguard process for new hire boats in the event a boat fails the 150mm measurement.

The Marine Trade Rep agreed this approach subject to the words of the safeguard process.

The draft words are to be provided by the BSS Manager for review and agreement with the Marine Trade Rep, prior to being provided to BSSTC for comment and agreement.

BSS Manager
(done)

85.6.2 BSSTC Chair reported that he is grateful to the offer of committee secretarial help from the BMF technical department

85.6.3 Work items include the consideration of smoke and CO alarms within the private boat checking procedures and these will be subject to risk review in the first instance.

The BSSTC Chair also reported that risk review process in conjunction with BSSAC will be evaluated and upgraded where necessary.

85.7 REPORT FROM THE CHAIR OF THE BSS ADVISORY COMMITTEE [Doc E1]

85.7.1 BSSAC Chair ran through his report briefly and highlighted in particular that the gaps in the incident reporting and recording process remain a concern.

85.7.2 The Chair also wanted to draw the Management Committee's attention to what seems to be an increasing issue of tenanted boats. It was reported that this issue had already been collected by AINA.

Concerns include the separation of first and third party risks. There are substantial grey areas and these may be exploited by some boat

owners to the detriment of other people's safety.

CRT rep noted that the issue also has licensing/revenue concerns for CRT.

85.8 BSS MANAGER'S REPORT

85.8.1 Annual report of incidents & accidents recorded, [Doc H1] (GW/RM)

The annual incident report was accepted with the proviso that some typographical errors were amended.

85.8.2 Annual report against planned BSS risk-activity for 2014-15 [Doc H2]

The report will be presented to BSSAC for its approval first before coming back to this committee. It will be distributed by email to BSSMC members subsequent to an approval from BSSAC.

85.8.3 BSS quality management quarterly report [Doc G1] (PR)

The BSS Quality and Technical Manager presented the quarterly quality management report. No comments were recorded. He reminded the committee that he was running down this year as a part of a retirement plan.

He advised the committee that the new BSS management post would be advertised within the next few weeks.

85.8.4 BSS financial planning and controls [Verbal report] (PR)

With 11 of the 12 months figures available, the BSS financial position is likely to be better than expected and positive investment for safety into 2015-16 has been made possible.

This is due in part to this past year being one in the cycle of increased numbers of BSS certifications.

It is also related to an underspend of figures in the business plan related to examination field data recorders not being implemented because of changes in the ICT environment making that route to live capture of examination data no longer being the best.

An element of the BSS budget is now being invested into research to support boater safety. The BSSAC Chair wished to acknowledge with gratitude the decisions of the BSSMC to make the investments in technical research and support within the BSS financial plans.

85.9 PROPOSED DATES OF THE 2015 BSSMC MEETINGS – VENUES TO BE CONFIRMED

July – report only. December 15 (Tuesday) – London venue TBA

85.10 ANY OTHER URGENT BUSINESS – NONE RECORDED