



BSS Advisory Committee – Confirmed Notes

BSSAC #111, TUESDAY 8 NOVEMBER 2022 - ZOOM CONFERENCE

Present:

Chair

BSS Manager

BSS Tech Committee Chair

BSS Support Exec & Secretariat

Navigation Authority reps:

Canal & River Trust

AINA

EA

Broads Authority

Guest

BSS Communications Manager

BSS Customer Service Officer

Marine Trade reps:

BM1 – British Marine Executive Interests represented for this meeting by a colleague

BM2 - British Marine Hire Boats

BM3 - British Marine Boatbuilding

Examiner Body reps:

ABSSE

YDSA

IIMS

Apologies:

BSS Business & Technical Manager

Boat User Group reps:

RBOA

IWA

NABO

AWCC

TBA

111.1 Apologies and introductions

111.1.1 Apologies as noted above.

Introductions: The Chair welcomed new member representing BM2 – British Marine Hire Boats, and his line manager was also introduced.

Recognition: The Chair thanks the representative of British Marine Boatbuilding, who is stepping down, for all his hard work, having been in position since 26 February 2008.

111.2 Notes of last meeting and matters arising (not otherwise covered at the meeting) [Doc H1, BSSAC #110]

111.2.1 Members confirmed the previous meeting notes as accurate.

111.2.2 Matters arising – not otherwise on the agenda:

- BSSAC Meeting Structure [Doc C1, BSSAC #111]

The Chair advises that there was no clear consensus and suggest the first meeting of the year is in person to review and reflect, not hybrid; followed by 2 virtual meetings.

- Hire Boat Code implementation & enforcement

The AINA representative advised an update from their working group. Since the Hire Boat Code was published in 2021, all AINA members have agreed to mandate it through licensing regimes with timescales for adoption varied. Each Navigation Authority has agreed to publish a statement, stating how the code will be implemented and a process for compliance. Group working on process of verification of compliance with the British Marine Quality Accredited Boatyard scheme and that the enforcement regime will be implemented nationally from 2023. The number of audits of Hire Boat operators will be determined by AINA and will comprise of both randomised spots checks and those triggered by complaints or known concerns. The AINA representative will find out when the good practice notes will be available.

Action 1 –
AINA
representati
ve

111.3 To note actions from the last BSSMC meeting

- 111.3.1
- i) Acceptance by the BSSMC of recommendation from this committee to adopt the ECP changes with the exception the editorial changes.
 - ii) Acceptance by the BSSMC of recommendation from this committee to go for consultation to implement mandatory smoke alarms for boats with accommodation.
 - iii) A decision was made by the BSSMC in regard to an open letter received on the 9th of May. Its purpose was to query as to whether, advice checks, specifically those related to CO poisoning risks should be made mandatory requirements. Upon the direction of the BSSMC Chair, the Trusts in-house legal team were consulted (who provide advice under the various constitutional documents of the Scheme), as to whether any changes have occurred to the regulatory environment in recent years that may affect the navigation authorities' duties in respect of the management of boat-related risks. The advice from the Trust's legal team was that no changes have been identified requiring any amendment to the scope or coverage to the Scheme.

111.4 Report from Working Group to review the BSS Examiner Conditions of Registration [Doc E1]

- 111.4.1 The Chair advised the working group recommendations and suggested we should consider the following:
- i) Formal review of the CoR, and the service level agreement attached to it. To include the consideration of a written agreement between the Examiner and boat owner, prior to the boat owner examining the boat
 - ii) The timing and frequency of Examinations, including a list of the possible issues (not restrictive).

The Chair confirmed with the agreement of this committee that the recommendations will be passed to the BSSMC.

111.5 Report from the BSSTC Chair [Doc F1, BSSAC #111]

111.5.1 New technology subgroup making progress and external works going on. Looking at the risks of different types of batteries. The British Marine Boatbuilding representative advised that there two standards that can be referenced: one for electric propulsion on boats and one for Lithium ion batteries on boats.

The IWA representative spoke about a presentation attended about hydrogen at an airport. An offer of assistance to the BSSTC was given if the BSS ever required help in overcoming regulation approval for hydrogen requirements.

The BSSTC Chair advised he is standing down and that a replacement will need to be found.

111.5.2 BSSTC proposals for final minor editorial improvements to the BSS Examination Checking Procedures [Doc D1 & D2, BSSAC #111]. The BSSAC Chair advised the YDSA representative has made a few additional suggestions, which will be considered. The BSSAC Chair has advised that the document will now go to BSS Business & Technical Manager for a final editorial sweep and the final document will be passed to the BSSMC for ratification.

Action 2 –
BSS Business
& Technical
Manager

111.6 Report from BSS Office

111.6.1 BSS Managers Report [Doc G1, BSSAC#111]

111.6.2 *Most Common Failures* – The AWCC Representative asked for the terminology to be standardised in respect of the word ‘failure’ and non-compliance’.

A robust discussion with the committee members took place about the statistics, interpretation, and the forthcoming marketing campaign. The RBOA representative asked for the information now to share with her members in their current magazine.

Action 3 –
Communicati
ons Manager

111.6.3 *Case Investigations* – A discussion with the committee members took place about case investigations and complaints. The BSS Chair advised that the Essential Guide will be revisited in the future. The BSSTC Chair mentioned that the number of failures, which can lead to complaints, will get worse once smoke alarm failures are likely introduced.

111.6.4 *Insurance* – Only one underwriter for the two policies for Examiners. Reducing the risk, with the Examiner training programmes will help maintain the insurance cover.

111.6.5 *Publication of the full Examiner survey* – The ABSSE representative asked where it was. The BSS Communications Manager is actioning, but this was superseded by other priorities. The ABSSE representative asked if there is enough staff to do the job. The survey was published on the BSS website on 5 January 2023.

111.6.6 *Existing Examiner Training* – The British Marine Boating representative asked if there was a 5 year plan. The BSS Manager advised that there will be CPD rather than

a 5 year plan. Within the next 5 years LPG training will be run again. Debate as to whether training undertaken in huge blocks or drip fed. The App may be able to offer micro training modules.

- 111.6.7 *Incident reporting to Examiners* – The ABSSE representative advised that the current information was not on the website. The British Marine Boatbuilding representative suggested that the gas safe magazine shows its readers recent incidents, to highlight and alert them to it members. Perhaps the BSS could do something similar. Action 4 – BSS Communications Manager
- 111.6.8 Quarterly incident and accident report [Doc G2, BSSAC#111]
The Chair advised we will formerly review the trends at in the new year with the annual figures. The AWCC representative asked all the Navigation Authority members to look at 2.2.8. (Wildfire spreading from vegetation to a moored boat on a river navigation) and make note. Action 5 – BSS Communications Manager
- 111.7 Items for BSSMC**
- 111.7.1 The Chair the items are i) final edit of the ECPs, ii) the ratification of the Terms of Reference for the review of the CoR and iii) to bring to their attention the campaign in relation to common failures.
- 111.8 Provisional dates of the 2023 BSSAC meetings (for agreement)**
- 111.8.1 21 February (#112) in person at the Canal & River Trust Office in Hatton, CV53 7JL start time 10.00am, finish at 13.00pm followed by lunch, 23 May (#113) on zoom, 31 Oct (#114), on zoom
- 110.11 Any other business (AOB) – none**