



INFORMATION GROUP MINUTES
THURSDAY 13 OCTOBER 2005
RoSPA, BIRMINGHAM

Present

Peter Wade (PW) - British Waterways & Inland group representative
 Peter Cornall (PC) - RoSPA & Forum secretary
 Natasha Cottrell (NC) – RNLI & Beach group representative
 Peter Bradley (PB) - RNLI
 Adrian Lole (AL) – RLSS & Swim group representative
 Richard Wilson (RW) - South Birmingham PCT
 Peter Brown (PBR) – MCA & Sea group representative
 David Walker (DW) RoSPA – Information group secretary
 Stuart Ward (SW) – ARA & Watersports group representative
 Steve Wills (STW) – RNLI Beach Safety Manager
 Gerry Muir (GM) – Health and Safety Executive
 Angela Gregson (AG) – Yorkshire Water & Water UK

Apologies

Ilan Kelman	Nikki Kemmery
Noel Winter	Ian Harris
Paul Amos	John Watts
Steve Wills	Jo Sibert

Comments

1 Introduction & Welcome

PW welcomed everyone to RoSPA and explained domestic and emergency arrangements.

Minutes of last meeting

2 Information Group Terms of Reference

Changes made to:

Aim: "and fatalities in water" to 'and fatalities in, on or near the water'.

Objectives: "drowning" changed as above.

Outputs: "drowning" to "incident"

Action

**To be
published
on site.**

3 GIG & Other advisory group updates

Action

PC – Two items that GIG passed down.

1. Work to be undertaken by Inland Group. Mapping areas of responsibility that Inland navigation authorities. (PW – Initial meeting)

2. DCMS Child admission policy – spoken to DCMS agreed that work would be done, and scope of research. Removed areas that were not feasible. Agreement of legacy of the work – creation of some kind of incident database. Asked DCMS what level of funding is envisaged to be allocated for this project, initial thoughts were that the SWIM research group would undertake this, with additional help from the swimming pool advisory group members.

GM – HSE does not intend to do any proactive work in this area. The HSE does not have any substantial data on the number of ‘lives saved’ in this area – subsequently this is not considered a major policy issue to them.

AL – Request from Rodger Barnard (Sport England) to the swimming pool advisory group as to their opinion on the Poseidon system, with a view to reviewing current guidance on electronic surveillance systems.

PC – timescale for work, was originally planned to be completed by late autumn, but looking to have work done by new year. Looking to receive DCMS response by next week. (Circa 20 Oct 05).

Next GIG meeting is schedule to take place early December.

4 Member update & status

BEACH

- NBSC meets tomorrow. (14/ 15 October) AGM for the council.
- The issue of whose responsibly for beach lifeguarding has been pushed through the media over the summer. No formal response or outcome has been achieved. This issue was passed to GIG at last meeting and will be followed up in December.
- The 5th annual AGM for the NBSC was held at the RNLI with around 40 delegates attending. The current chair and vice chair were re appointed.
- It was discussed that in future it maybe beneficial for a “working groups”, made up of representatives from regional NBSC groups and key stakeholders from the beach safety sector. There would then be one full NBSC meeting per year that could coincide with another event such as the RoSPA or ENCAMS conferences. This would bring the NBSC’s role/structure inline with the other NWSF groups and encourage greater participation. This system is yet to be confirmed.

PB to supply text.

Action

- Areas that were discussed included, website development, responsibility of lifeguarding in the UK and an update from Peter Cornall of the NWSF.
- It was agreed that representatives from the NBSC would sit on the working group for the Public Lifesaving Equipment project to help give the project a wider acceptance and increased credibility.

SEA

New group member – Kevin Moyat from the UK Harbour masters association.

Themed approach was discussed for the next 12 months, was how to connect with second hand boat users. Ebay, exchange and mart type water user. As the group perceived these to present the most problems in terms of reaching them with safety messages.

Ministerial target for MCA; An effort on to reduce the number of machinery failure incidents (P Brown to supply paragraph for minutes).

WATER SPORTS

Meeting on 8th Nov. No major issues to report since last meeting.

SWIM

As two items above. DCMS admissions research was discussed, and the potential impact of systems like Poseidon. Also group expressed the need for the swimming pool industry to collect better incident data. **PC** - Bangor incident might not have left the centre if the pool didn't have Poseidon, and the council thought beneficial to highlight the benefits; example of why a comprehensive reporting system is needed.

INLAND

AINA safety issues group. Navigation related work. Consultation on proposed new license scheme for passenger and non passenger craft

MSCC

National signage system for inland water. CEVNI signs found not to be suitable. New signs use BSI standard approach and require no formal training to interpret.

Safety of hire craft

Alcohol limits for non-professional mariners – MCA consultation.

Landside protection of locks.

Action**WEBSITE**

Traffic on the Forum website has increase to an average of 90 people a day. The ranking of the website using the search term 'national water safety' puts the site into first position. 'Water safety' puts the site 23rd (September 05 figures) from 93rd place in May. The information group pages are the 9th most popular pages. The most popular download was the watersports participation document.

STW – Is it possible to change amend the metadata improve the search results?

Is it possible to put more up to date statistics on the site?

What additional content, research can go onto the site, to make it more attractive to users?

DISCUSSION

STW - Updates to stats to 2005. Possible monthly updates.

PBR - Need to regulate what goes out to the public

GM – HSE will have problem with giving data – without establishing the causes of the incident. Figures need to be clear about what they mean.

PW – What would be comfortable – the outcome needs to be verified.

ACTION: working group to be established to look at these issues and report back for next meeting.

**NC/RW/
DW**

ISSUES TO BE DISCUSSED AT WORKING GROUP:

- Health warning for online figure
- Agreement for final published data
- What data can be published on a monthly basis
- Incident information

5 Current Work Items

RW - Further to the CMO report, the drowning statement has not been followed up as yet.

Two papers submitted to the group. Invited comments on the paper, and why these are important to the wider community. Implications of the paper and were the further work should be going. One-way of getting validated, referenced data onto the website.

PW – The papers has posed lots of questions.

PC – Starting to put together database of current research being done (Ilan Kelmans site)

RW - Library of papers, academic work out there (action for sub group)

Action**PBR**

MCA tried to do some in house work into 'data gap analysis'. Since put out as a research proposal. Work subject to funding burden sharing with DFT. Looking to publish by May / June 2006. (Papers from PB to be circulated)

On going research FAT5 – Combination of research work – broadly uses Archonford and incident data research . Publish on website Ministerial target for 2006. To publish subject to approval from group onto Forum site.

Trial with RNLI / RAF / Coastguard to collate more causal data post incident. Looking to complete by Christmas and online by April 06.

SW / PW Question about funding for further research. What economies of scale could be achieved? Who is finding press cutting and what 'key words' are being used.

6 Service Level Agreement – NWSF /RNLI – REM projects

Background to REM projects

Internal RNLI project trying to integrating databases together & tasking lifeboat system online. The project is progressing well, and the functional specification for the new Lifeboat reporting system has been completed and signed off. The system is under developed and will undergo testing next month to role out in 2006. The other parts include INREM, SEAREM, and BEAREM.

INREM: contact has been remade with data providers. Couple of meetings held with chair of forum and information group as how to best go forward with service level agreement and the provision of data. RNLI are committed to providing technical backing to INREM for the foreseeable future.

SEAREM: very little change. Resource issues have been addressed – recruiting a temp data administrator initial on a 12-month contract. So far this has been unsuccessful. In addition to those positions, a permanent project administrator will be appointed and 10% of that person will be devoted to INREM.

BEAREM: will be transported to REM, included in work programme, scheduled for completion May/June 2006.

Idea of scrapping INREM and SEAREM working group (as these are the same people) and establishing a REM Technical group; to be established as a sub group to this group.

Presented the terms of reference for REM technical group for comment. Chair asked group to call meeting.

NC - gave an overview of the INREM system, and provided data on the current main providers

PB - INREM SLA; the RNLI have been advised by their legal department not to enter into an SLA for the provision of data services. Primarily as there is no mutuality involved in the agreement, i.e. the RNLI receives nothing in return. The RNLI are prepared to provide an agreement based on that set up for SEAREM, but reiterate that they are committed to maintaining INREM.

After much discussion Peter Wade suggested that this be discussed separately and any agreement done with the support of the coordinating group.

7 REM Projects Technical Group

Meeting to be called for 7th December at RoSPA.

**NC/RW/D
W**

8 Any Other Business

PBR – Look into inviting person from either ODPM / DFT to sit on this group as main providers both reside in these departments. Person needs to be ‘hands on’ rather than GIG level.

PC – SWIM has made little progress over the years with contacts, however recently have established a working contact in ONS.

PBR - Should MCA have an agreement of understanding with forum as to what data should be provided? RoSPA / DASA have said agreement.

PW - Data agreement to be checked, and possibly rolled out to members for review. Action sub group.

**Coordinating
group
for
comment**

9 Date & Time of Next Meeting

Week commencing 9th January 2006, RNLI London

5 – 15 January 2006 London boat show
Confirmation of final date by email