



SAFETY ON THE SEA GROUP

21st March 2005

MINUTES

THOSE ATTENDING:

Peter Chennell	RNLI (Chairman)	Nigel Saw	BMF
Michelle Walsh	RNLI (Secretary)	David Walker	RoSPA
Peter Brown	MCA	Simon Jinks	RYA

1. Welcome / Introductions

PC welcomed everyone to the Safety on the Sea Working Group meeting. Special welcome to Simon Jinks from RYA for stepping into the shoes of James Stevens.

2. Apologies

Apologies were received from: -

David Fenner	MCA	Peter Cornall	RoSPA
Susan Rooke	MCA	Stuart Bailey	RLSS

3. Minutes of last meeting

Minutes of the last meeting held on 15th October 2004, received and reviewed today.

4. Matters Arising not on agenda

- NS informed The Group the television programme 'Splash Camp' has now been filmed and will be shown one Sunday afternoon in April on C4. He would let The Group know exact date when he finds out. **Post meeting note: The first of TV series "Splash Camp" will be shown at 4pm Friday 15th April, 2005**
- Video was not received from Kevin Franklin.

Action: Michelle to follow up with Ian Benham/Kevin Franklin/Sara Laksimi, and arrange for the DVD to be circulated

5. Any Other Business

- Non tabled

6. Verbal Updates

RNLI Update

Peter Chennell

The RNLI reported a successful season with record numbers of people receiving individual safety advice, plus a strong presence at boat shows, regattas etc. and had introduced a new small rib to bring safety messages to boats users whilst afloat and this was proving an effective and relevant device, more attention was to be aimed at

new boaters and particularly those that launch at slipways, a trial of a signage standard mirroring the successful of the beach signage project, would be piloted.

MCA Update

Peter Brown

Substandard distress flares?

PB enquired if anyone in the group was aware of any problems with substandard distress flares. The Group responded and no one was aware of any concerns, but it raised another query 'Had any decisions been made, with regards to the disposal of Old flares?' NS relayed an incident where a dustcart caught fire at marina premises because somebody had dumped their old flares in the bin. There are no guidelines on how to dispose of them safely, except for MCA note to private yachtsmen to take to coastguard.

Action: PC to contact the NWSF co-ordinating group to raise concerns about this issue. PB to review current MCA guidance.

Agenda Item for Next Meeting: How should old flares be disposed of safely? Who has responsibility for safety? And how to get the message across to boat users?

Developing prevention

New Senior Director, developing prevention research, data broken down into areas;

UK Maritime figures 2003/4

Non-maritime activities

UK Search & Rescue by region, listed by activity and region

Contacting local areas worst effected to push Safety & Prevention message

- 2006/7 Themed approach
 - Machine failure prevention campaign
- These are where the risks lie and they set the targets.
- Future work together with 'SUNSAIL' paper.
- Share data with other organisations with everyone contributing to the cost. To pool all our resources together. Useful data for a fraction of the cost.
- Different safety awareness for motorboats from large motor yachts to smaller powerboats.

MCA Prevention Update – SoSG 21st March 2005 paper attached.

RYA Update

Simon Jinks

- Have just finished a tour of 'Instructor Conferences', which has gone extremely well.
- RYA has 110,000 members of which 24,000 are qualified instructors.
- Last year they delivered over 150,000 certificates.
- RYA has 70 cruising schemes, power boating, surfing as well as inland waterways.
- Have held discussion with all Instructors and all are happy with existing syllabus.
- RYA are now represented in Australia and New Zealand
- As well as having a new 'On Board' campaign, the RYA offers a two-day course in Yachting, with high emphasis on Safety, without scare mongering.
- PC asked did RYA think they could do more in conveying the Safety Message? SJ replied that huge emphasis is on Safety and their whole Safety Ethos is based around prevention and information. Why do rescues occur? E.g. The importance of lifejackets.

SJ also pointed out that in most cases you are already 'preaching to the already converted!' The grey areas, which are out of reach, are those boat owners that have purchased second hand boats by such means as the Exchange & Mart! In an ideal world an 'owners guidebook' would be available to everyone that ever brought a boat, giving full information on every aspect of owning a boat and using it safely.

Action: SJ to arrange copy of Instructors Syllabus for all group members.

Agenda Item for next meeting: How might The Group connect with people who buy boats from other sources? Talk about a **free** Seaway Code for everyone and to encourage people to join a club.

BMF Update

Nigel Saw

- NS handed out BMF latest news magazine. This could also be a new media for conveying messages for campaigns.
- Also Inland Waterways – User Guide, National Handover Scheme – Audit
- Suggested this could be a new vehicle to distribute messages. 800 members every quarter and is also available on the BMF website.

RoSPA Update

David Walker

- Showed a suggested organigramme which will be available on the website relating to committee structures www.nationalwatersafety.org.uk.
- DW confirmed that when RoSPA have appeared in the media it's usually because the media have been unable to get hold of a relevant committee member or did not know whom they should be contacting for comments. In this instance RoSPA will issue a general statement, as it was felt to be important that enquiries should be referred to the appropriate specialists.
- When the website is up and running it is hoped that the information people require will be more readily available.

7. New structure of the National Water Safety Forum & TOR for the SoSWG

- Given that the NWSF has invited the SoSWG to become the SAG there are issues to be addressed concerning the definitions of its role, the outcome expected of it, its TORs and the transition from one to the other. There seems to be no case for two groups probably consisting of the same organisations running in parallel and the opportunity presented should enable the group to react to and formalise changes in circumstances that are beginning to become apparent.
- Everyone in The Group should have a copy of the NWSF documents alternatively all information is available on their website www.nationalwatersafety.org.uk.
- In the past publications have been supported by the RNLI with contributions from the MCA, promoting the message of Sea Safety. The Group need to revisit its output, and source funding.
- A small working party is needed as an official response to a crisis, and to co-ordinate messages being put out.
- Moving forward with the setting up of the new group, at present SoSWG co-ordinates messages amongst all members. The Group needs clarification of what is expected and who should be represented.
- There was some debate about the groups of water users that the SoSWG, or SAG should represent. NWSF was clear that The Group should consider matters related to the leisure use of the sea and not industry (in MCA terminology the non regulated boat).

- The Group's role was to harmonise messages being put out. The group as it stands is paper led. There has been no feedback in terms of whether the material has been successful and if prevention activities are to be justified then there must be some feedback about whether they are achieving the anticipated results.
- PB states that the mission statement should be promoting the sea and coastline for all, however, it was unanimously felt that the SoSWG or SAG should be only be concerned with sea activities. It should also identify objectives, represent our members and pass them upwards to Government.
- PC had agreed with Chair of the Beach Safety Group the definitions of the areas of responsibility for each of the two groups which best could be summarised as the Sea Group being concerned with any activity with a "craft that you could either get on or in".
- The question was raised who should be represented in the group, which lead to considerable discussion concerning who where the key and relevant players. It was decided that the membership ought to evolve over a period of a year.
- Ports & Harbour Masters have approached us to join the group as they are becoming increasingly concerned about the amount of leisure boats that now cross into their waters and how they should be delivering the Safety message. PC points out that they would be a good source for delivering Safety messages from all their ports and slipways around the country. Plus they are a law making body and reinforce messages.
- Other organisations that could possible be asked Police, CHIRP? DW confirmed that these groups are already represented on other committees.
- Need more clarity on where the sea ends? Coastline issues, e.g. Ramblers, beach users and non-beach users as well as inland waterways. DW confirmed that there is another committee chaired by Peter Wade that handles matters relating to British Water Ways and Inland Waterways and the Thames.
- The Idea is to have a core group and invite other party's as and when their input is required.
- The point was raised that there could be other groups that could be represented.
- DW confirmed that The Chairs of all parties will meet regularly and so cross over information will inevitably happen.
- SJ was asked to comment and said that this was his first meeting and was yet to understand how the group worked and out put messages. PC agreed and said that it was actually a good time for SJ to come onboard, from the beginning of the new group.
- The Group agreed that at some point there would be the need for joint ventures and to support each other and explore other avenues for out put messages e.g. Internet, consumers, trade and regulators.
A draft 'Terms of Reference' were tabled for debate and the group agreed that they would respond to the draft, which would be circulated with the minutes, within 1 month.

ACTION: PB to email draft 'terms of reference' to Michelle to circulate with minutes. There is a time scale of 1 month to agree.

- NS raised the question; 'Where does the NWSF stand, when a notion needs action?' Peter Chennell confirmed that any actions that need to be elevated would be done by the chair and passed up through NWSF to GIG.
- RLSS had requested to stay in the group to represent their clubs who have independent lifeboats. The question was considered about whether these organisations needed to have their interests represented in a safety group whose focus was about preventative issues, it was felt that if all independent lifeboat services wanted to give the RLSS a mandate to represent them, then their interested would best be represented through the SAR infrastructure.

- SJ asked the question 'If this is the case does the RNLI need to be represented?' It was agreed the RNLI needs to be represented, because of its Sea prevention capability.
- Also 'does RoSPA need to be represented? The Group agreed in principle because there is a RoSPA representative sitting on most of the committees, they can advise on areas of overlap. This was discussed and conversation ensued.
- DW advised that should a particular group fail to attend meetings on 3 consecutive occasions, it could be questioned whether they actually need to be represented within the group and could be asked to stand down.
- The core group RNLI, MCA, BMF, RYA & RoSPA with their expertise, should be able to represent each group and handle any crisis.
- The Group agreed that to stay inclusive until everyone agreed 'terms of reference', and then review of the group could take place, to make sure that every group member's needs are met.

Summary of discussions

The SoSWG would evolve over a short period to become the SAG, though not losing its identity; it would continue much of the work already done especially the promotion of safety messages but with new TORs and a specific responsibility to respond to the NWSF.

8. Frequency of Meetings

PC proposed every 4 months, 3 times a year. The Group agreed and next meeting set. It was also noted that the minutes of the SAG (or SoSWG), would be posted on the NWSF website.

9. Chairmanship of the new Forum

PB queried whether the chair should be re-assessed? Was conscious that the MCA have always stood down from chairing, but is concerned that there are too many RNLI/RoSPA personnel represented? A suggestion was made to Rotate Chair, but it was felt there would not be continuity, plus it is the Chair that would sit on the Elevated Committee and again would lack continuity. After a short discussion it was agreed PC would stay as chair. SJ suggested that the Chair should be an elected spokesperson for the group. Group agreed to keep Chair, but to review the position every couple of years.

10. Future of joint publications

Historically the RNLI had funded and driven the production of the material that the Group put out and was supported financially by the MCA. Because of budgetary restrictions this was not likely to be possible in the future and new arrangements would need to be put in place. PC's view was that the emphasis ought to be on campaigning, and in such a way that all members of the group would be able to promote whatever message was agreed. Examples used were "wear a lifejacket", "get training" and so on.

Action: Agenda Item for next meeting to agree a message.

11. Date, time and location of next meeting

Monday 11th July 2005, 11:00am at the British Marine Federation
Marine House, Thorpe Lea Road, Egham, Surrey, TW20 8BF
www.britishmarine.co.uk

Distribution - Members of the Group:

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