

BROADS AUTHORITY

BOATING SAFETY MANAGEMENT GROUP

Notes of the meeting held on 11th March 2014 at the Dockyard

Present

Phil Ollier (in the chair)	Broads Authority Lead Member for Safety Management
Tony Howes	Broads Hire Boat Federation (BHBF)
Anthony Trafford	British Marine Federation (BMF)
Les Mogford	Norfolk & Suffolk Boating Association (NSBA)
Trudi Wakelin	BA Director of Operations
Steve Birtles	BA Head of Safety Management
Adrian Vernon	BA Head of Ranger Services
Pip Noon	BA Deputy Head of Ranger Services
Tom Hunter	BA Rivers Engineer
Chris Bailey	BA Administrative Officer Operations

1. Chairman's Introduction

The Chairman welcomed members to the first meeting of 2014. A member questioned whether two meetings a year was enough and the Chairman explained that meetings were scheduled for March, to review systems in place for the start of the season, and September to actually review the season but that there was scope for additional meetings to be arranged if required.

2. Apologies

Apologies were received from David Broad (Broads Authority Navigation Committee Chairman), Stuart Carruthers (Royal Yachting Association), Colin Dye (Broads Hire Boat Federation), John Tibbenham (Norfolk & Suffolk Boating Association) and Adrian Clarke (BA Senior Waterways and Recreation Officer).

3. Not Present

Pat McNamara (Port Company).

4. Minutes agreed

The notes of the meeting held 24th September 2013 were agreed as a correct record.

5. Matter Arising

Concern was expressed over the Rivers Engineer and the Member representing the BHBF having the same initials which was felt could be a source of confusion. Therefore the Rivers Engineers initials will be represent as TJH.

6. Action Points

Mooring provision downstream of Ludham Bridge – The Authority was still waiting for the final version of the lease from the Environment Agency (EA) but the site had now been open for two seasons without any incidents. Insurance implications were discussed and it was confirmed this would be covered by the EA's insurance. The site was included within the Authority's procedures for inspection and maintenance and any issues would be referred to the EA.

Speed indicators and regulations – The BHBF had provided information to the Authority on limitations of costs and a suitable device had been located in China. SB was waiting for confirmation that the device would display speed readings in miles per hour not kilometres and confirmed that a unit would be purchased to allow trials to be undertaken. If successful a bulk purchase would then be arranged and it was hoped that this would be in place for the start of the 2015 season. A member referred to the Hire Boat Licensing requirement from 2015 for every powered boat to have means of measuring speed. It was confirmed that calibrated rev counters were suitable provided this information was displayed. Concern was expressed that private boats were not subject to this requirement. It was explained that the Authority could not simply implement new licensing conditions without setting out justification and that thousands of blue book and verbal warnings were issued to speeding day boats by Rangers. It was suggested that, as the unit was relatively cheap and easy to install, there was the potential for private boat owners to be advised as many vessels did not have speed indicators, particularly on their fly bridge and that the information could be included with the documentation sent out with the tolls application.

Incident report form to be reprinted and linked to the NSBA website – It was confirmed that the Authority was in the final stages of moving to a new web site and that once consolidation had been completed the incident report form would linked to the NSBA website. SB was advised that he should speak to David Talbot at the NSBA.

SB

Text messaging on Breydon Water – No update was available regarding contact details for the Humber service being provided to the Head of IT. Members discussed the two month trial for Hirers to text in and receive text information on predicted slack water at Breydon and details of sunset times. Information had been included in the Broadsheet and Broadcaster and it was felt beneficial for Hire Operators to promote the trial to enable the Authority to ascertain whether there was a genuine need for this

service. If the trial was successful there may be potential for further information to be made available.

Working with brokers to provide training to inexperienced boat owners – AV confirmed that he had spoken to people regarding RYA training being offered by the Broads Authority and had found that training was already being offered by brokers on individuals' own vessels which the Authority would not be able to offer. Members discussed qualification of helmsmen being required by other harbour authorities. It was confirmed that the Boat Masters Licence regulations applied to the Broads and were a requirement of the Maritime and Coastguard Agency's (MCA) regulations under the Merchant Shipping Act that skippers of all commercial vessels were required to hold a Boat Masters Licence or equivalent qualification.

Open water swimming guidance on website – SB confirmed that the final draft had been prepared and was being reviewed by the National Safety Forum. SB

Boat Safety Scheme information on isolator valves and holding tanks – The issue had been raised at a previous meeting as there was the perception that private boat owners were discharging effluent into the Broads. By having an isolation valve boat owners would need to make a conscious decision to discharge sewage into the Broads. The Boat Safety Scheme had confirmed that part of the Boat Safety examination included ascertaining whether there was an isolation valve in any discharge line and that it would therefore be possible for the information to be collected. Members discussed the difficulty of finding somewhere for larger vessels to get pumped out during the weekend and noted that the statistics from a study by the environment agency did not match up with perceived worries.

Kite surfing and Ringos statement on BA website – Information regarding kite surfing was already available on the Authority's website. Information on Ringos would be included on the new website. SB

Use of defibrillators – appropriate signage to be developed and existing defibrillator locations to be identified and listed – No progress had been made to date. Contacting the Ambulance Control Centre was suggested to ascertain whether they had a list of sites where defibrillators were available although it was recognised that this equipment would not be left outside premises when they were closed. Boat yards could subsequently be contacted to see if they knew of any additional locations and it was suggested that a question could also be included with the tolls application. SB

Kill cords included in Broadsheet and information stickers to be provided to the Rangers - Information on kill cords had been included in the Broadsheet and Rangers were offering advice. It was noted that people were still being observed not using kill cords.

7. Safety Management System

Hazard Review

All the actions from the hazard review and action plan had been included in the BSMG Action Points.

PMSC Audit Action Plan

The provision for pilotage had been resolved and the replacement mud pilot had brought the barge carrying process equipment through to Cantley in December 2013.

Reissue of Safety Management System

The hazard review which took place in October 2013 would be taken to the next Broads Authority meeting in an update to the overall system.

8. PSMC Notice to Mariners/Safety Alerts/ Report on Incidents

Notice to Mariners

NTM No.2 of 2014 - Closure of Upton Dyke, River Bure. Dredging work being undertaken 08:00 – 16:00 27th January to 14th March weekdays only.

NTM No: 4 of 2014 - Navigation Restriction due to Power Boat Racing in Oulton Broad.

Thursday	24 th April	6.00pm
Thursday	1 st May	6.00pm
Sunday	4 th May	12.00noon
Monday	5 th May	12.00noon
Thursday	15 th May	6.00pm
Thursday	22 nd May	6.00pm
Monday	26 th May	12.00noon
Thursday	5 th June	6.00pm
Thursday	12 th June	6.00pm
Thursday	19 th June	6.00pm
Thursday	26 th June	6.00pm
Thursday	3 rd July	6.00pm
Thursday	10 th July	6.00pm
Thursday	17 th July	6.00pm
Thursday	24 th July	6.00pm
Thursday	31 st July	5.45pm
Thursday	7 th August	5.30pm
Thursday	14 th August	5.30pm
Monday	25 th August	4.00pm
Sunday	7 th September	12.00noon

Safety Alerts

The Boat Safety Scheme Office had issued a safety alert relating to carbon monoxide and solid fuel stoves. New standards had been issued relating to installation of solid fuel stoves.

Report on Incidents

AV gave a verbal update on the incidents from October 2013 through to January 2014:-

- Stolen boat sunk on Stokesby moorings - nobody had been on board.
- Increase in thefts during the winter and the police were actively involved.
- Cruiser fire caused by oil on manifold.
- Body recovered from the River Wensum - although not confirmed it was thought to have been alcohol related. The Rangers were frequently involved in retrieving drunken individuals from the river and members discussed approaching Norwich City Council (NCC) to step up the campaign to promote awareness as police numbers were being reduced in the area. SB confirmed that Manchester City Council had made major inroads in dealing with this kind of issue. It was confirmed that the area was safer than it was with NCC having installed safety ladders and chains.
- Ranger threatened by overstaying live-aboard.
- Rowers cutting bends and causing problems.
- Man attacked by cows and pushed into the river.
- Severe flood warnings.
- Storms which resulted in some trees falling.
- Boat thefts at Martham.
- Second body recovered from the river.

Safety Audit 2013 Interim Report

The Safety Audit interim report was compiled from information taken up to December 2013. The full report up to 31 March 2014 would be presented to the Navigation Committee in April. SB confirmed that Table 1 would be amended to include the death in October. The following comments were made:-

- There had been 16 incidents with people requiring hospital treatment which was average for the last three years. It was noted that embarkation and disembarkation was the cause of most of the incidents.
- The number of incidents of fire and explosion had reduced. There had been one incident during the season due to a regulator malfunction on the gas system. The faulty regulator had been taken by the Fire Service and was undergoing tests.

AV referred to an incident which had occurred during August between the Great Yarmouth Yacht Station (GYYS) and the bridge where an individual had fallen in whilst crabbing and had to be rescued. The Port Authority used to provide life buoys but had stopped replacing them and there were complaints about the ladders. AV suggested that the issue be raised with the Broads Authority's Management Team with the proposal for the Authority to take over the responsibility for the ladders and life buoys with GYBC continuing to maintain the piling and quay heading. AV

9. Vessel Dimension Byelaws

Following the trial undertaken at How Hill it had been agreed at the BSMG meeting in September that a further trial should be undertaken using two 14' beamed boats and all interested parties, including Matthew Thwaites and Paul Greasley from the BHBF and representatives from the NSBA, should be asked to attend. Although Langford Gillings from Alpha Craft had been keen for a second trial to take place there had not been support from the industry.

It was noted that the BSMG made decisions on the basis of evidence and therefore a proper trial would need to be undertaken if the proposal were to be further considered. As the industry had so far failed to show any enthusiasm for facilitating a trial it would appear that there was not enough weight to move this forward. A report would be taken to the April meeting of the Navigation Committee. It was agreed that the report would be informed by any developments at the BHBF meeting on the 19th March where the issue would be discussed. TW

10. Waterskiing on Breydon Water update

It had been agreed that a trial would be undertaken for waterskiing on Breydon Water for at least one year to enable data to be collected. As there had not been any legal skiing on Breydon Water during this period there had not been any data to collect. A paper had been produced to either extend the period of the trial or to revoke the trial through lack of use. The recommendation had been for the trial to be extended.

It was reported that there had been two incidents of skiing during the year. One skier did not have a permit and the other skier had not phoned through to Broads Control therefore the proposed monitoring had not taken place.

AV confirmed that the Royal Society for the Protection of Birds (RSPB) had provided the Rangers with some training to assist with the monitoring process but as there had not been any skiing there had been nothing to monitor. AV confirmed that he had also looked at how other areas have carried out monitoring, confirming that birds were on the move all the time and not just when boats were in the area.

11. Boat Test Review Update

There were eleven areas on the Broads where boat testing in excess of the speed limits was permitted, four areas on the river Yare, three areas on the river Waveney, three areas on the river Bure and one on the river Thurne.

Data had been extracted from the boatyard's logbooks to ascertain usage of the areas for high speed activities and had identified that Yare 2, Yare 3 and Bure 3 were the most heavily used areas with an even usage throughout the year. To try and evaluate high speed activity undertaken in relation to other boat movements data had been taken from the 2010 boat census which suggested that boat testing was a very low level activity compared to the overall boat movements.

Concern was raised that not all testing may be recorded and it was confirmed that all boatyards had been written to explaining the requirement to fill in the log books and to inform Broads Control when they were going out and when they returned. They were also advised to check the area prior to undertaking high speed runs.

It was noted that no complaints had been received during the monitored period.

Members were asked for their comments on the future management proposals.

- To erect signage to warn other river user of the potential for high speed activity occurring in the area - Provision of signage was considered likely to be unnecessary and thought likely to provoke unauthorised speeding. Development of the code of conduct and monitoring by rangers was endorsed.
- To develop a code of conduct
 - Skipper qualifications and minimum experience.
 - Procedures prior to undertaking a high speed run - it was recognised these were already in place but would be formalised.
 - Communications with other stakeholders - the users were keen for a meeting to be arranged with the RSPB.
 - Maximum wash height similar to those required of coaching vessels and water ski boats - this was felt to be difficult to regulate although it was noted that whilst the activity was exempted from speed regulation they were not exempt from care and caution.
- Rangers to continue to monitor the use of the areas and completion of log books.

It was considered this activity was not an issue that required regulation but best practice should be promoted.

12. Update on Broads Act 2009 provisions

Designated Loading

To ensure loading areas were appropriately and safely used. There had not been any problems since the Broads Act 2009 came into effect. The Broads Society wanted to look at establishing the status of Staithes and therefore development of the designated loading provision would be undertaken at the same time.

Recreation Closure Policy

Under the Act there was already provision for duck and raft races and the provision in the 2009 Act related to closures longer than 30 minutes. To date no requests had been received and it was seen as not a priority for development although it would remain on the forward work plan

Unserviceable Craft

Member's views were sought on the proposed definition required for unserviceable craft in relation to the removal of wrecks provision as amended by the Broads Authority Act 2009.

"A vessel is unserviceable when the vessel no longer fulfils its function adequately, is unfit for its intended use and the vessel has or is likely to have an adverse effect on the ease, convenience or safety of the navigation or the safety of persons or property in the navigation area or to cause pollution."

It was suggested that currently it appeared that a vessel needed to fulfil all three criteria before being classed as unserviceable and that therefore the wording should be amended to 'or' so that it did not have to comply with all three. SB

Members supported the remainder of the paper.

13. Hirer Safety Review

SB reported that a nationwide review of Hirer Safety was being undertaken by the Boat Safety Scheme (BSS) on behalf of the Association of Inland Navigation Authorities (AINA). Several forums had been held around the country attended by operators and user organisations.

The initial review was now complete and proposals would be taken to the BSS Management Committee next week. Public consultations would be undertaken by the end of July 2014 with any agreed changes to the navigation authority licensing conditions and BSS hire boat requirements published during August 2014 for implementation by the navigation authorities by April 2015.

Members noted the implementation of the Authority's proposed amendment to licensing condition for some form of speed indication on hire boats would be included with any outputs from the review by April 2015 to enable the hire boat industry to be subject to only one change to their licensing conditions.

It was thought that AINA would take the lead on the update to the Hire Boat Code and AINA had aspirations to develop Part II of the code for Unpowered Craft.

14. Coaching Vessels

Members were informed that there has been a considerable increase in rowing activity on the river Yare over the last few years with an increased number of coaching vessels being used. This has generated an increase in complaints concerning the behaviour of the coaching vessels, the wash that they made and apparent disregard for other river users.

The local Ranger has been very proactive working with the rowing clubs to get more sensible usage, identifying coaching vessels, design of vessels and that the existing byelaws requiring large registration numbers to be displayed.

It was suggested that rowing as an activity may need to be reviewed as water-skiing had been. It was agreed that the risk assessment for the activity should be examined and the issue raised at the Authority's hazard review during the Autumn. SB

15. Broads Membership on Boat Safety Scheme Committees

At the September 2013 meeting of the BSMG it was thought that it had been agreed with the Boat Safety Management committee for Colin Dye to attend the meetings of the BSS Advisory Committee. However Colin had not attended the December 2013 or February 2014 meetings and it had transpired that he was only a member of the working party for the Hirer Safety Review. PO had spoken to Graham Watts who had confirmed that if the BHBF wanted to be involved they would need to submit a written request detailing what they would bring to the meeting. The BSS Advisory Committee was already a large group and there was some resistance to making it any bigger.

Members were reminded that the BSS Management Committee was attended by TW. The Technical Committee was attended by SB and the Advisory Committee was attended by PO representing the Broads Authority and AV representing the Association of Inland Navigation Authorities.

It was felt that it would be beneficial for a member of the BHBF to attend the Advisory Committee meetings as they would be representing the

interests of the Broads' boat builders and hirers.

TW confirmed that she would be attending the BSS Management Meeting on Monday 17th March where she would raise the issue and report back to TH prior to the BHBF meeting.

TW

16. Any Other Business

Canoe Event – AV advised Members that an operator had asked about the walking/running/canoeing event between Coltishall and Wroxham which was being held on Sunday 18th May and was being promoted through Broads Tourism. The event would be open to individuals or three person teams although AV had not been aware that the event had been formalised.

Ludham Field Base – The Field base was currently rented out and the Authority was in the process of negotiating an extended lease. There had also been an offer to purchase the premises.

17. Date of Next Meetings

Tuesday 23rd September 2014 at 9:30 the Dockyard.
Tuesday 10th March 2015 at 09:30 at the Dockyard