

BROADS AUTHORITY

BOATING SAFETY MANAGEMENT GROUP

Notes of the meeting held on 24 September 2013 at the Dockyard

Present

Phil Ollier (in the chair)	Broads Authority Lead Member for Safety Management
David Broad	Broads Authority Navigation Committee Chairman
Colin Dye	Broads Hire Boat Federation (BHBF)
Clive Richardson	Broads Hire Boat Federation (BHBF)
Anthony Trafford	British Marine Federation (BMF)
Stuart Carruthers	Royal Yachting Association (RYA)
Trudi Wakelin	BA Director of Operations
Steve Birtles	BA Head of Safety Management
Lucy Burchnall	BA Deputy Head of Ranger Services
Adrian Clarke	BA Senior Waterways and Recreation Officer
Chris Bailey	BA Administrative Officer Operations

1. Chairman's Introduction

Following introductions the Chairman welcomed members to the second meeting of the 2013 and confirmed that he would be sending the groups best wishes to Martin Broom and his family.

2. Apologies

Apologies were received from Tony Howes (Broads Hire Boat Federation), Martin Broom (Norfolk & Suffolk Boating Association), Adrian Vernon (BA Head of Ranger Services), Rob Rogers (BA Head of Construction and Maintenance) and Tom Hunter (BA Rivers Engineer).

3. Not Present

Pat McNamara (Port Company) and Les Mogford (Norfolk & Suffolk Boating Association).

4. Minutes agreed

The notes of the meeting held 19th March 2013 were agreed as a correct record.

5. Matter Arising

River Chet piling trial - Members were advised that the locations had

been agreed with Broadland Environmental Services Ltd (BESL) and that the Authority's Rivers Engineer was liaising with them as to suitable dates. Various types of piling would be used during the trial and the Broads Authority would be in attendance to observe throughout the operation.

Yare User Group - There was no update available but it was confirmed that the group had not held a meeting for two years.

Text Messaging on Breydon Water - The Head of IT had been asked to adopt a trial system to provide predicted low water and slack water information. A member reported that a similar system was being used on the Humber through Twitter and that he would provide the Head of IT with contact details. DB

6. Action Points

Mooring provision downstream of Ludham Bridge - It was noted that the position had not changed with demasting moorings being available although the Environment Agency (EA) had yet to produce the final version of the lease. TW

Ice Policy – Completed

Wearing life jackets to be discussed at the BHBF Meeting - The BA had met with the NSBA and BHBF where it had been agreed that the Authority's 'Wear It' Campaign would continue and that further promotion would be undertaken during 2014 with signs being placed on mooring posts advising people to wear their life jackets.

Speed indicators and regulations - The use of cycle odometers, which were cheap and could be adapted to provide an indication of speed, had been examined. TH had presented the information to the BHBF where it had been agreed that Matthew Thwaites would meet with SB regarding the possibility of undertaking a trial. It was reported that the BHBF had wanted something more robust favouring some form of GPS based speed indicator. SB

BHBF Membership of Boat Safety Scheme (BSS) Advisory Committee- CD confirmed that he would be attending the next meeting scheduled 5th December 2013.

Reminder to report incident to Broads Control - Information to be included in the 2014 Broadsheet. SB

Incident report form to be reprinted and linked to the NSBA website - In progress. SB

7. Safety Management System

Hazard Review

Members had been supplied with a briefing pack and supporting documents. Members' views were sought on whether there were any classification changes required together with any hazards which were being assessed requiring change. Members reviewed the Hazard Log

and the following comments were made:-

- Powered craft speeding - Engagement with Day Boat Operators and BHBF - valid and ongoing.
- Inexperienced Helmsmen - Definition of collision and contact to be added for clarity. Concern was expressed regarding inexperienced owners taking delivery of boats and it was confirmed that the Authority would work with brokers to provide training with more emphasis on private purchases of larger craft. SB
- Yacht racing and regattas - Control measures were in place and there were no issues. SB
- Rowing skiffs and competitive rowing - Control measures had been completed and the Authority was liaising with the rowing community. It was confirmed that support boats had permission to keep up with the rowers whilst they were coaching. Concern was expressed that much of the activity was undertaken during the evening when the Rangers were not on the water and it was confirmed that land patrols were undertaken in key areas to observe the activity.
- Angling - There had been fewer reported incidents during the last twelve months although there was still occasional conflict between anglers and boaters. It was agreed that signage had helped together with angling bans on certain moorings.
- Potter Heigham Bridge - No reported issues.
- Wroxham Bridge - Chains and signage had been renewed. No reported incidents.
- Swimming - Better awareness of hazards involved in swimming.
- Open water swimming - There was an action to publish guidance on open water swimming. SB confirmed he would be attending the National Water Forum to finalise the guidance which would then be made available on the Authority's website. Discussion turned to the requirement to obtain the Authority's approval before holding an event as it would be classified as a fun event under the byelaws. A member suggested that although the Authority did not encourage swimming in the Broads the activity was increasing and therefore there maybe the requirement to develop a swimming policy. SB
- Bridges - There had been a couple of incidents this year. One at Somerleyton and one at St Olaves. Concern was expressed that Somerleyton Bridge appeared to be closed more than it was open with long waits experienced for the bridge to swing. It was confirmed that the Authority had not received any reports of this being the case and that the bridge had performed better this year than expected with the very hot temperatures. Network Rail would be installing electronic signage at Trowse, Reedham and Somerleyton which would count down waiting time to the next opening time.
- Mutford Lock - Agreement was in place for regular cleaning of the waiting pontoon. SB

- Powerboat racing - The event was well managed. Members discussed the incident which occurred between two race boats and it was confirmed that this was a 1st Party risk only which would be dealt with from an incident point of view by the club and the RYA through their normal procedures.
- Water-skiing and wakeboarding collision and wash - There were no reported incidents this year.
- Embarkation and disembarkation with the consequence of falling in the water - Broads Control to be asked to review the statistics as six incidents appeared to be too low. There had been no drownings. SB
- Sailing yachts and dinghy sailing - There had been four collisions reported this year.
- Navigating small craft in isolated water - Basic advice had been developed. There had been one reported incident this year.
- Flood alleviation scheme - There had been three reported occurrences of stranding but was overall under control.
- Medical emergencies - delays in getting to locations - There had been four known occurrences this year. It was felt that everything had been done that could be done given the nature of the Broads.
- Water borne disease - It was felt that people should be made aware of the hazards. SB
- Boat testing - Wording to be amended to 'boat builders and brokers' and 'new and used boats'. SB
- Obstruction to Navigation - Members discussed the erosion protection matting around Thurne Mouth which had affected four boats. It was felt that this probably fell within hazard 33 which related to man made obstructions to navigation. It was confirmed that the Authority's Planning Department were in discussion with BESL regarding the use of matting and that they were not intending to use it any more. The issue of the deteriorating matting needed to be investigated. SB
- Passage through Great Yarmouth - Mitigation was in place which was relatively well controlled. Additional channel marker posts had reduced the numbers of groundings. Tide gauges were cleaned monthly and the Authority was looking at alternative methods of cleaning. DB commented on the removable gauge boards used in Holland which were taken off for cleaning.
- Dredging - No incidents reported whilst river works maintenance was being undertaken.
- Power lines - No reported incidents. The power line over the River Waveney would be undergrounded during the next two years.
- Ice policy - Policy had been developed and there had been no reported incidents.
- Embarkation and disembarkation (falling) - SB was asked to review the incident list as the incidents appeared to be recorded twice. SB
- Man made obstructions to Navigation - Guidance had been drafted regarding channel markers and the Authority had received

feedback from the NSBA and BHBF. A finalised document will be published.

SB

- Extreme weather conditions - Consideration had been given to alerting river users to extreme high and low tides and could be incorporated within the text service. It was confirmed that the EA provided flood information but nothing on low tides.
- Kite surfing and Ringos - Neither activities were encouraged on the Broads.
- Punting (Skippered) - Activity undertaken in Norwich with punts carry up to 12 passengers. Concern had been raised by City Boats who operated within the area and it was confirmed that although there was more punting activity than the previous year the trips did not take place all day and every day. Punt chauffeurs were now wearing life jackets and were well informed as to what they should do when they were within the area that City Boats operated in. The Authority was unaware of any incident this year.
- Wild Fowling (Gun punting) - No incidents reported.

Discussion turned to whether there were any additional hazards which were not included on the Hazard Log.

A member reported that there was the perception that sewage from boats was increasing with private vessels pumping straight out into the river and questioned why Hire Boats were required to have holding tanks which required pump out facilities and suggested that diverter valves could be installed similar to private sea going vessels. It was confirmed that this issue had been raised in the past and that the EA had undertaken monitoring of various parameters including biological contamination and nutrient levels within the areas of Brundall and Thorpe Island where nothing had been detected. The Water Framework Directive was the guiding force and the biggest concern for the Broads was phosphates which could not be quantified from land run-off, sewage treatment works and boats. The Authority would continue to encourage and promote the existing byelaw and would resist any lowering of standards, bearing in mind the requirements of the Water Framework Directive. It was confirmed all new vessels were being built with holding tanks and that the Boat Safety Scheme (BSS) checked isolator valves. It was suggested that statistical information could be obtained from the scheme's examiners. Members were reminded that Broads Control should be contacted if there was any direct evidence of sewage discharge into the navigation. Whilst the discussion was welcomed it was not considered a viable hazard.

SB

Members agreed to maintain the current classifications on all Hazards and also concluded that all hazards were ALARP.

PMSC Audit Action Plan

Kite surfing and Ringo's - Rangers had been made aware of the issues. A statement would be on the Authority's website.

SB

Powered speeding craft - Review of boat test areas in progress. SB

Open water swimming - Guidance to be developed SB

Medical Emergencies - Defibrillators would be available at Norwich and Great Yarmouth Yacht Stations. There was already a defibrillator available at Reedham. Further consideration was being given to the location of an AED at Whitlingham flint barn. Members discussed locations of existing defibrillators within the Broads area and the benefit of some form of signage. The ability for untrained individuals to use the equipment was also discussed and it was confirmed that advice had been received from the industry that the instructions provided were sufficient to enable anyone to operate the equipment. A picture was included within the kit detailing where the pads should be to be placed and the machine then did the rest. It was recommended that the Authority should create a list identifying all the locations where defibrillators were available and to encourage appropriate signage. SB

Water-skiing and wakeboarding - Trial extended to take in Breydon Water and wakeboarding 'getting air'.

Channel markers - Guidance developed.

Reissue of Safety Management System

It had been recommended that the Safety Management System (SMS) should be reissued after each hazard review and it was therefore confirmed that the SMS would be reissued in January 2014. SB

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

Notice to Mariners

Notice 09 2013 - Restriction to navigation due to dredging works upstream Breydon Bridge, River Yare 30th September - 4th October between 0800 and 1600 daily.

Notice 10 2013 - Restriction to navigation due to dredging works at Hardley Dyke, River Yare 31st October- 20th December between 0700 and 1900 Monday to Friday.

Safety Alerts

A safety alert had been issued regarding portable gas appliances following the deaths at Windermere which was likely due to carbon monoxide poisoning.

SC asked whether the Authority were promoting the use of kill cords following the tragedy at Padstow in Cornwall. It was confirmed that

sailing clubs were taking this advice on board and that the Rangers were advising people they saw on the river. It was felt a more proactive approach should be taken and was suggested that an item should be included with the 2014 Broadsheet which was sent to every toll payer. SC confirmed that the RYA had some printed stickers which could be provided to the Rangers. SB SC

Report on Incidents - interim report

SB presented the Safety Audit Interim report which detailed incidents reported from April to mid-September 2013 and included an analysis of death and personal injury since 1993.

It was noted that embarkation and disembarkation was still a big issue and that people needed to be educated not to jump into the unknown. SB

9. Vessel Dimension Byelaws

TW presented the report updating members on the progress made since the March meeting on the review of the Vessel Dimension Byelaws. The report included the proposed risk assessment for use in the consideration of the review and an extract from the meeting with the BHBF and NSBA which had discussed the trial undertaken on the 8th July and included the view of Officers.

The original intention for a working party of different representatives to be present for the trial at How Hill had not been as inclusive as was hoped with only Langford Gillings and his son attending. In addition as there had not been a 14' beam vessel available large fenders were attached to a moored hire boat to represent a 14' vessel moored without any fenders. The moving 14' vessel was represented by one of the Authority's launches with a yellow marker mounted to simulate a 14' beam.

The trial was undertaken at the 24hr moorings at How Hill, a straight reach of the river to allow other river users to be aware of the activities being undertaken.

Members reviewed photographs taken during the trial which demonstrated that it was physically possible for a 14' vessel to pass a moored vessel although it was noted that the trial was undertaken on a straight stretch of the river where the vegetation was trimmed parallel to the river bank and there were no yachts or wherries in the area.

The views of the Officers and local Rangers who attend the trial had been against the proposal for wider beam vessels to transit the full stretch of the River Ant due to concerns in the areas above the moorings, upstream of Barton Broad and in the vicinity of Ludham Bridge. Concern had also been expressed regarding double mooring of wider vessels at Great Yarmouth Yacht Station.

Members felt that the trial should have been undertaken with 14' beam vessels as an additional 18" would have been required for fenders.

It was acknowledged that any decision to increase the beam of vessels would affect the Broads in the long term. An occasional 14' vessel transiting the Ant might not be an issue but over time when 14' beam boats were the norm then there would be more issues on the smaller rivers.

Members agreed that a further trial should be undertaken using one or two 14' boats and all interested parties, including Matthew Thwaites and Paul Greasley from the BHBF and representatives from the NSBA, should be asked to attend.

10. Waterskiing on Breydon Water update

Members were reminded that when the Broads Authority took over the jurisdiction of Breydon Water water-skiing there became prohibited as it was only permissible to water-ski within designated zones on the Broads. A full risk assessment had been undertaken and, following consultation with the Water Ski Review Panel, a ski zone had been designated within Breydon water for a trial period of at least one year to ascertain the effect on wild life and other river users. To date no-one had used the ski zone. The Authority was arranging with members of the Eastern Rivers Ski Club (ERSC) to use the zone to enable monitoring to be undertaken. An interim report would be taken to the Water Ski Review Panel in October 2013.

11. Boat Test Review Process Update

SB confirmed that Boatyards had been given the new style log books which were to be completed each time they undertook demonstrations or testing. The Authority would recall the log books to undertake analysis on usage and a report would be brought to the March 2014 meeting of the Boat Safety Management Group.

Members noted the position.

13. Update on Broads Act 2009 provisions

Designated Loading , Recreation Closure Policy and Unserviceable Craft

SB reported that the work on the three provisions was not concluded and that there was difficulty in defining unserviceable craft. He confirmed that there was a definition for unsafe vessels but that it was the next level which needed defining. It was proposed that the provisions be presented to the March 2014 meeting. SB

Members noted the position.

14. Any Other Business

Demasting moorings on Breydon - Members were appraised of the current position.

- A pontoon was in place and operational between Breydon Bridge and Bure Mouth
- Construction of demasting dolphins was underway upstream of Breydon Bridge. Following extensive discussions with NE and the RSPB, the agreement was for a new dolphin structure on each side of the navigation. Due to an important high water bird roost and feeding area the starboard dolphin was positioned further upstream.
- Two new demasting dolphins will be constructed in Bure Mouth following the work on Breydon Water replacing existing dilapidated dolphins.

Members asked for confirmation that the dolphins would be painted.

TH

Moorings - A member commented on an observation that moorings were being removed from the system which added to the lack of facilities during the busy season. It was confirmed that discussion were due to take place with the EA concerning piling they will no longer maintain and where the land owner will be asked to take on the structural liability or remove the piling. Until the Authority knew the scale of the issue it would be difficult to comment. The mooring strategy had been reviewed and the number of free moorings had increased. Gaps in the system had been identified and consultation had been undertaken on where the priority sites were with the aim to reduce the loading on the 'hot spot' sites. The Authority was currently progressing two locations.

Overloading of private vessels - A member expressed concern regarding an ex-hire boat seen on the navigation during the weekend with over 20 people on board, none of whom were wearing life jackets. It was confirmed that Broads Control should have been advised who would have been able to liaise with the local Ranger. If the activity was observed after hours details of the vessel's registration number should still be phoned through to Broads Control to enable the owner to be spoken to at a later date outlining the risks. It was explained that stability testing was included within the Hire Boat Code of Practice as it was the policy of the Authority to reduce the potential for 3rd party risk as there was the potential for hirers to be unaware of the risks.

Boat Safety Scheme's (BSS) Hire Boat Safety Review 2013 - Members discussed the Hire Boat Review, limited to self drive powered hire boats, which may identify areas to be amended to bring the code up to date. Concern was expressed that there may be potential conflict with some who may wish to discredit the Hire Boat Code. The Maritime and Coastguard Agency (MCA) had developed the Hire Boat Code for powered craft but there had been no further development for unpowered

craft. It was confirmed that the BSMG had representation on the BSS's Advisory Committee with BA Officers sitting on both Management Committee, and Technical Committee. It was concluded that the group was well placed to have input into the review.

15. Date of Next Meetings

Tuesday 11 March 2014 at 9:30am the Dockyard.