

Steering Group Meeting 08/01

Action List



Chairman: B Turnbull
Venue: Chevron Upstream Europe, Chevron House, Hill of Rubislaw
Date: Thursday, 11th January 2008
Attendees: D Cursiter, K Fear, A MacDonald, D Macklin, M Munro, A Nicol, C Penny, E Perkins, R Robertson, S Thomson
Apologies: K Allan, S Balasubramanian, D Blencowe, G Boothby, M Bradbury, D Cooper, S Ferguson, D Smith
Minutes: E Olson

ITEM	TOPIC	ON	ACTION	STATUS
1.	Management Committee Issues	Brian Turnbull Steve Ferguson Elaine Olson David Blencowe Alistair MacDonald	<p>Membership: Five new members: Rederi AB Transatlantic, Prosafe Offshore Ltd, Rem Offshore ASA, Safety Improvers and Marioff Marine Oy. Nearly 100 companies on board.</p> <p>Website: Database has been fully restored and a CVS has been added to the back office. All data now re-posted on website in appropriate sections.</p> <p>PR: The article submitted by David Blencowe was in the November/December issue of OSJ. There was also a piece on Brian Turnbull as Chairman and reproductions of Safety Alerts 07-23, 07-24 and 07-25 plus inclusion of information from 07-26 in an article. All mentioned the Marine Safety Forum as the source of their material in one way or another.</p> <p>The Steering Group was asked to submit any recommendations for the position of secretary/treasurer to the Management Committee.</p> <p>The annual accounts for 2007 will be done shortly.</p>	Open
2.	Steering Group Issues		David Blencowe has submitted his resignation and it was agreed to ask member companies for a volunteer, preferably someone from Europe. Karl Fear volunteered to become Vice-Chairman until November when he will take over as Chairman. He will also come onto the Management Committee to replace David Blencowe.	Open
3.	Training Courses		<p><u>Incident Investigation Course</u> – The Safety Hub has taken over the bookings and invoicing of companies as of 2008. Eight people booked on the January course and two on March's.</p> <p><u>Marine Awareness Course</u> – Still no dates from RGIT for 2008 in spite of repeated requests from Petrofac.</p>	Open

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4.	Proposed Aberdeen Bay Wind Farm	Brian Turnbull	Brian met with Jeremy Cresswell and was updated on the consultation process. Final intentions should be completed by May and the planning application is now scheduled to be submitted around November. Brian will contact Jeremy to arrange a presentation and question session for ship owners/operators. It will provide an opportunity to supply marine feedback from masters and offshore teams.	Open
5.	Newsletter	Eddie Perkins Elaine Olson Steve Ferguson	The next newsletter will be published after the All Members Meeting in May and will cover the material from that meeting as well as other bits and pieces. Any pertinent articles/ideas should be submitted to Eddie Perkins as soon as possible.	Open
6.	Guidelines for Safe Packing and Handling of Cargo	Tony Littler	The workgroup has been confirmed and the first full meeting is to take place on the 23 rd of January. The revised guidelines will be published in October 2008.	Open
7.	Anchor Handling Procedures Review		Gillian Henderson will be asked to come along to the next SG meeting in order to seek input on common statistic measures for the Template of Data. The next NWEA Guidelines review meeting is scheduled for Wednesday, the 16 th of January. The publication of the update of these guidelines is planned for June.	Open
8.	Potable Water	Christine Penney Karl Fear Russell Caldwell	The workgroup is waiting for Dougie Collins to do his presentation on water management procedures at the All Members Meeting in May so that they can seek feedback from members before they finalise these guidelines.	Open
9.	Fuel	Christine Penney Karl Fear	The workgroup is waiting for Dougie Collins to do his presentation on water management procedures at the All Members Meeting in May so that they can seek feedback from members before they finalise these guidelines.	Open
10.	Guard Vessels	Karl Fear Alistair Nicol Duncan Cursiter	The wording has now been agreed although there is still an issue of stability to be addressed. It was suggested that the workgroup looks at the inclusion of non-fishing vessels. These guidelines should be ready by the All Members Meeting in May.	Open
11.	All Members Meeting		The November AMM was deemed a great success. It was felt that nametags and microphones were worth considering for the next meeting. The idea of an AMM in Norway was discussed and it was felt that we should seek feedback from members before planning anything. The secretary will do this in an e-mail.	Open

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12.	AOB		<p>Dick Macklin showed some photos of aluminium ferrules on wires and will produce a couple of safety alerts on the subject for posting on the website.</p> <p>MSN 1817 – Mike Munro and Christine Penney will look at this and report back.</p> <p>Shiva Balasubramanian reported that some UK owners in the Indian sub-continent are concerned over differing sets of safety standards and wanted to know if the MSF could hold an AMM or similar seminar in the vicinity. It was agreed that Brian Turnbull would discuss this in further detail with Shiva.</p> <p>Shiva also reported that he has been nominated to be part of the Norwegian Maritime Directorate's working group looking into AH vessel regulations on stability, equipment and operational issues. He asked for a comprehensive package of initiatives that the MSF has put together on these issues and it was agreed that the secretary would send him the most recent version of each of the workgroups' various procedures/checklists on the understanding that they will be finalised after the Norwegian enquiry has published their findings.</p>	Open

FUTURE MEETINGS

1. 2008 Steering Group Meeting:
 - 21st February – Transocean Training Centre, Altens
 - 17th April
 - 26th June
 - 7th August
 - 11th September
 - 16th October
2. 2008 All Members Meetings:
 - 15th May – Aberdeen
 - 27th November – Aberdeen

ITEMS FOR REVIEW OF COMMON GUIDELINES

1. Hose collar figures in Appendix K, Section 8. Flotation
2. Update Step Change contact details