

Steering Group Meeting 08/02

Action List



Chairman: B Turnbull
Venue: Transocean Training Centre, Altens
Date: Thursday, 21st February 2008
Attendees: M Bradbury, D Cursiter, C Dixon, K Fear, S Ferguson, A MacDonald, D Macklin, M Munro, A Nicol, C Penny, M Raemakers, R Robertson, S Thomson, Gillian Henderson (Guest – BP)
Apologies: S Balasubramanian, G Boothby, E Perkins
Minutes: E Olson

ITEM	TOPIC	ON	ACTION	STATUS
1.	Management Committee Issues	Brian Turnbull Steve Ferguson Elaine Olson Alistair MacDonald Karl Fear	<p>The Management Committee will hold interviews with the two applicants for the secretarial/treasurer position in March.</p> <p>Membership: One new member: Danbor Services Ltd. All but 12 companies have paid their membership now for 2008.</p> <p>Website: It was decided to not take up the maintenance contract with the website company but to review the matter towards the end of the year. Ditto the extra back-up to a place of our choice.</p> <p>PR: Brian Turnbull will give a 20-minute talk at the OSJ Conference next week.</p> <p>The books for 2007 are with the accountant and will be ready shortly.</p>	Open
2.	Steering Group Issues		Andy Lloyd of ConocoPhillips has agreed to come on board the Steering Group and the secretary will write out to him asking him to confirm his offer. Shiva Balasubramanian has left the MCA and Mike Deeming will join the Steering Group as their representative.	Open
3.	Training Courses	Elaine Olson	<p><u>Incident Investigation Course</u> – Next course is 4th/5th March and has six people booked so far.</p> <p><u>Marine Awareness Course</u> – Dates for the next four months are on the website but no bookings have been taken so far. It was brought to the Steering Group's attention that there is a prerequisite for this course of dangerous goods training which it was felt was inappropriate. The training company will be asked to change its course descriptor and remove this requirement.</p>	Open
4.	Proposed Aberdeen Bay Wind Farm	Brian Turnbull	Brian has not heard back from Jeremy Cresswell yet regarding a meeting with ship owners/operators. The Aberdeen Harbour Board is arranging a meeting with all the consultees together to exchange views on the proposed wind farm.	Open

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5.	Newsletter	Eddie Perkins Elaine Olson Steve Ferguson	Any pertinent articles/ideas should be submitted to Eddie Perkins as soon as possible. It is hoped that Transocean can provide an article and maybe some photos on their crane simulator programme. Russell Robertson and the secretary will work together to get a distribution list prepared for future newsletters.	Open
6.	Guidelines for Safe Packing and Handling of Cargo	Tony Littler	The revised guidelines will be published in October 2008.	Open
7.	Anchor Handling Procedures Review		Gillian Henderson, Dick Macklin and Steve Ferguson will put together a proposal for common safety statistics that would be useful to all operating companies for the spot charter market. This proposal will be distributed to member companies for their feedback. The next NWEA Guidelines review meeting is the 26 th of February in Oslo. It is felt that the anchor handling part of these guidelines may be split away eventually. It was discussed how best to roll out the use of the Template of Data. Various ways were suggested: include it in the ship's crew manual, send it out to brokers, get an article printed in the OSJ and/or highlight it in our next newsletter. It was felt that the next item to be rolled out should be the Ship's Crew Manual.	Open
8.	MSN 1817	Mike Munro Christine Penney	No update on this item available.	Open
9.	Potable Water	Christine Penney Karl Fear Russell Caldwell	Karl reported that a meeting was held with Commercial Microbiology which resulted in a questionnaire being sent out to all members asking for feedback on individual testing requirements for potable water. Only four companies responded so a decision will have to be made by the Steering Group on increasing the limits on TVC (bacteria) to meet WHO standards.	Open
10.	Fuel	Christine Penney Karl Fear	No meeting has been yet been held on this issue.	Open

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11.	Guard Vessels	Karl Fear Alistair Nicol Duncan Cursiter	It was suggested that the title for this good practice include 'UK' in it and possibly the words '(Fishing Vessel)', too. The next meeting is scheduled for March 12 th and these guidelines should be ready by the All Members Meeting in May.	Open
12.	All Members Meeting		One member responded to the idea of holding an All Members Meeting on the Continent so it was decided to stick to just the two Aberdeen meetings this year. Agenda items will be finalised at the next meeting.	Open
13.	AOB		<p>Duncan Cursiter raised the issue of the lack of powers that the HSE has regarding foreign vessels. He also brought up the need for oil rig companies to consult with the SFF regarding sheltering in places like the Moray Firth as rigs often leave deep trenches when they lift anchor.</p> <p>Dick Macklin raised bridge resource management training and behavioral observations for confirmation on whether these were commonly used in the industry.</p> <p>Gillian Henderson suggested we create a link from the MSF website to the HSE website, particularly in relation to the offshore division's safety statistics section.</p>	Open

FUTURE MEETINGS

- 2008 Steering Group Meeting:
 - 27th March – BP, Dyce
 - 1st May
 - 26th June
 - 7th August
 - 11th September
 - 16th October
- 2008 All Members Meetings:
 - 15th May – Aberdeen
 - 27th November – Aberdeen

ITEMS FOR REVIEW OF COMMON GUIDELINES

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