

Steering Group Meeting 09/02

Action List/AGENDA



Chairman: Karl Fear
Venue: BP Offices Dyce (Loch Ard)
Date: 26th February 2009 (12:30 Lunch 13:00 start)
Attendees: B.Turnbull, S.Ferguson, A.McDonald, J.Stockdale, M.Munro, E. Lawson, D.Cusiter, A. Nicol, D.Nicholls
Apologies: G.Henderson, G. Boothby, G. Stewart, M.Bradbury, D.Cooper, M.Wilson, S.Thompson, D.Macklin, T. Robinson
Minutes: M.Fowler

ITEM	TOPIC	ON	ACTION	STATUS
1.	Introduction	Chairman	Introduction and Safety Brief. Given by Brian Turnbull	Open
2.	New Business	Chairman	<p>Length of slings and the difficulty in the deck crew handling them, especially around long baskets. What can MSF do?? Ref 5th Leg complaints from vessels/vendors. Additional questions to be reviewed in booklet. Possible topic for AMM with T.Littler to present.</p> <p>Topics for AMM – Hi Viz Gear & Hose Handling Possibility K.Allan to give Hose Handling presentation at AMM. JS also suggested 20min video for AMM from Guidelines for the Safe Packing and Handling of Cargo to and from Offshore Locations CD.</p>	NEW
3.	Website	Steve Ferguson Karl Fear John Stockdale Dave Nicholls	<p>Workgroup organised – MF to continue tidy up – workgroup to concentrate on progression of website. Members vs Non Members, Website to pay for itself, Links, Forum – Log on's, Regulations, search functions, categorisation. Tom Ross from said presented options on growing the website and possibilities of making website pay for itself. Search Engines, Costs & changing .UK to .COM or .info. Visitor Analysis, Minutes from workgroup meeting handed out:- Agreed the discussion website to be progressed in 3 stages. Metatags, file sizes & more links to further useful websites required. Split categories to reduce bulking everything under one section. Email to be sent to steering group for feedback on what they want to see changed/improved. Secretary email to be changed to .org.</p> <p>Incident Investigation Course – Well attended.</p>	Open
4.	Training Courses	Michelle Fowler Karl Fear	<p>Marine Awareness Course – It was felt that the course requires a major re-think. Workgroup proposed E.P, A.M, S.F,D.C,B.T, D.C. Objectives are to focus on updating pocket booklet and look at options for a professional DVD and costs.Step Change to be invited to attend the workgroup and be involved. Booklet currently under review. Should we be looking at a travelling presenter that goes offshore paid for by the respective clients? This would remove the need for offshore guys giving up their free time and would also allow for hands-on training that can be made specific to their location / installation. Meeting to be held onJan 21st with Petrofac/RGIT.Safety Hub looking at running this also. MSA course to held in Gt.Yarmouth. Need to go back to organisers and ask what changes have been made to the agenda. Discussion regarding getting “onboard” course. Reference to DP & Slops to be added to booklet and possibility that if we extend the booklet this may be cheaper than a course.</p>	Open

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5.	Common Safety Statistical Database	Gillian Henderson Alistair Nicol	FPAL would work well but there are cost issues for our members, we have to consider other options and discuss further with Bill Budge. GH proposed a share point facility on the website which would form a special point of data drop for company statistics anonymously. Trending information is limited from what we currently have submitted, therefore MF & GH to meet to devise a draft email requesting owners for company statistics. Gillian to update at next meeting. Group still wants to look at Bill Budge's options. No further progress.	Open
6.	Post BD Workgroup	Dick Macklin	D Macklin's report had been previously circulated to members . Dick was not able to attend the meeting so no update given. No update from Dick – Can this be emailed to Steering Group members? No response	Open
7.	Potable Water	Christine Penney Karl Fear Russell Caldwell	Christine has completed her work and the information has been submitted to a pot water HSE specialist before finalising. CP was unable to attend today but will forward the information to BT. Still waiting, has to go via HSE – Held up.	Open
8.	NWEA Guidelines	Duncan Cusiter	Latest Meetings held in Amsterdam 13th & 14th Jan. Update from Duncan Cursiter regarding complete re-issue of Guidelines due May 09, Meeting 19th March to discuss roll out which should be intime for AMM . Combined space entry will be added as new topic. KF to discuss including MSF Logo on document with Norway. Section 6 has obsolete references to be taken out. Duncan always looking for feedback. Website is www.nwea.info. KF asked that steering group take time to look at section 6 Anchor Handling and Section 9.1 Competency.	Open
9.	NWEA Guidelines AMM Launch	Karl Fear	How to Launch for AMM – requires a Norwegian representative to present. Ole to be asked.	Open
10.	Hose Handling/Crane Operations	Karl Fear	George Stewart looking for feedback on WENAS gloves handed out. Trials being held with Luminous Harness. Looking at green luminous covers for night working. George did not attend. JS showed pictures of the trial Hi Viz for hats and body.	Open
11.	Port Liaison Group	Alistair Macdonald	A.M attends meetings on a regular basis – BT to have meeting with Aberdeen Harbour Board to discuss issues raised ref the 1mtr line & PPE.	Open
12.	News Letter	Brian Turnbull	G.H to source more quotes from her contacts, then compare costs with BT. Lost momentum BT to call Seacor. Suggestion that a summary of “presentations” be included. Not proceeding until after AMM.	Open
13.	IMCA CMID	Eddie Perkins	Discussed at length, all comments to go via Eddie Perkins. Document waiting for final review. No update – Eddie did not attend due to change of Company. CMID due for issue soon, this will require a review of the abbreviated version, work group to be organised.	Open

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14.	Fishing Vessels	Duncan Cusiter	Graphic & pictorial images. Free website has been developed by the Fisheries Trust and should be available in 3 months time. www.fishsafe.eu available in circa. 6 weeks.	Open
15.	Step Change	Dave Nicholls	DN to provide new wording for the website "Overall Target" – 2010 to be taken out. DN gave presentation on the Step Change progress for now/future. DC suggested representation from MSF on OIM Meetings (dates given). DN looking for feedback of good examples of workforce engagement from the simple to complex. BT currently on Step Change Health Workgroup. Step Change "new" website being launched 30 th September.	Open
16.	Vroon	Karl Fear	MR has left Vroon – KF to follow up steering group new member from Vroon. KF to discuss with Rory Deans at Vroon.	Open
17.	AOB	Karl Fear	<ul style="list-style-type: none"> • Windfarm to go back on agenda. Email to be sent to ALL companies for feedback nearer the time. BT to advise. • DROPS Forum – A.M presenting at next meeting. • Aquaterra • Brian Rennie/Kev Allan to take over from D.Cusiter circa August 09. 	Open

FUTURE MEETINGS

23rd April – ASCO (Topic "NWEA Guidelines" roll out for AMM)

21st May - Chevron

2nd July - Shell, Woodbank (Cairntoul)

3rd September - ConocoPhillips

8th October

19th November

ALL MEMBERS MEETINGS:- 28th May & 26th November