



12 August 2013

Dear BSSMC member,

Combined reports in lieu of meeting BSSMC #80

This PDF document contains combined reports in lieu of meeting #80 of BSSMC.

As you know this meeting is by way of reports only, there is no action upon you to respond to any proposal options unless you feel moved to. Remember that a meeting can be called, by agreement of the Chair, if members consider one is necessary.

The following documents are included in the combined reports attached.

- A1 Update on the Navigation Authority Hirer Safety Review
- B1 Report from BSSTC Chair for BSSMC
- C1 Report from BSSAC Chair for BSSMC
- D1 Quarterly BSS QM report
- E1 Quarterly BSS IT report
- F1 Quarterly BSS financial report
- G1 Quarterly report of incidents and accidents recorded year to date

Graham Watts, BSS Secretariat

12 August 2013



12 August 2013

Dear BSSMC member,

Update – Navigation authority risk review of boat hirer safety [Doc A1, BSSMC #80]

a) Background

An inland waterway navigation authority risk-review of boat hirer safety is taking place, concerning powered hire boats.

The outcomes of the review will influence BSS hire boat requirements which were last reviewed in 2002, and will also support the inland waterway navigation authorities' in maintaining proportionate licensing conditions for hire boat operators.

The intention is to maintain an appropriate balance between roles and responsibilities of the navigation authorities, hire operators and hirers in ensuring hirer safety.

The navigation authorities' risk review process is covering hirer safety generally and is being administered through the BSS support committees and involves open engagement with the hire trade.

The review is not a 'fundamental' review, we are looking at what has changed since the time a risk review was last carried out in 2007.

We are not in any way attempting to influence or usurp the Hire Boat Code, this document stands alone and represents the outcome of the last risk review of this subject in 2007.

Proposals for change and rationales will align with National Water Safety Forum's 'Principles for Water Safety'.

The definition of hire boat is as defined in the Definitions on page 5 of the Hire Boat Code.

It is certain that once this review is concluded there will be a call to look at other classes of vessel – for example, unpowered hire craft, hotel boats, passenger boats carrying less than twelve passengers, unpowered houseboats.

b) BSSMC role

At the end of this year BSSMC members will consider the outcomes of the risk review and will develop any necessary proposals for changing BSS hire boat requirements and navigation authority hire operator licensing conditions. The item will be an agenda item at the next BSSMC meeting on 19 December.

An amended project plan indicates that BSSMC can consider the recommendations up until March 2014. From this point any proposals for change can go out for full public consultation.

BSSMC members are welcome to request access to the web-based facility supporting the review.

c) What is happening now?

The project is being managed by the BSS Manager with the help of consultants and has four stages i) risk-review and assessment until December 2013 ii) navigation authorities decide December 2013 – March 2014, iii) consultation March – July 2014 and iii) implementation July 2014 – April 2015.

Stage i) is happening now and is being supported by a BSS Committee Sub-group made up of a sample of members of BSSTC/BSSAC and co-opted hire operator representatives and hirers. The Sub-group is providing comment, advice and opinion on any matter concerning or affecting the risk-review and assessment stage of the hirer safety review.

In essence the Sub-group is acting as an 'expert panel' and to ensure the all safety issues are identified and that the necessary balance and proportionality is achieved in developing recommendations.

The Sub-group work is being channelled through a web-based facility and a two-day meeting scheduled in October.

The Sub-group is constituted through the BSSAC and BSSTC and the Terms of Reference are agreed by the respective Chairs. The Terms of Reference are included on the web facility together with a list of Sub-group members and the experience they bring to the table.

BSSTC and BSSAC members are acting in their normal capacity to guide BSSMC and have full access to the web-facility to raise any comments throughout Stage 1.

The Sub-group's task is also broken into two parts:

- The first part lasting around six weeks involves looking at the current influences i) assessing existing published BSS private boat requirements for their appropriateness and relevance for hire boats, ii) the checks currently applied to hire boats in the 2002 BSS requirements that are in excess of the 2013 private boat requirements are assessed for their continued relevance iii) the coverage of the Hire Boat Code over and above the 2002 BSS requirements are risk-reviewed to see if there is any support to amend BSS requirements or navigation authority licensing conditions.
- The second part will also last around six weeks and will draw out the key risk areas and develop draft recommendations. This part of the will have the benefit of comments received during the first part and any added information from the incident data, hire boat population data, risk exposure rates plus any competent body advice, etc.

In early November the draft conclusions coming through the risk review will be shared with hire operators at four regional open forum meetings. The forums will also be used to glean hire operator knowledge and experience or hirer safety. The outcome for these forums will be included in the draft report of the review.

BSSTC and BSSAC receive the draft report in mid-November and have an opportunity to comment and debate at their respective meetings on 26 November and 5 December.

The draft report together with any BSSAC and BSSTC comments will be available for BSSMC members from mid-December.

Let me know if you would like access to the web-based facility being used by BSSAC/TC and Sub-group members.

Graham Watts, BSS Manager

12 August 2013



10 August 2013

Dear BSSMC member,

Report from BSSTC Chair for BSSMC [Doc B1, BSSMC #80]

1. BSSTC Meetings

A full committee meeting took place on 22 April looking at:

- a) assessing BSSTC involvement in the hirer safety review after having received a briefing on the process to be employed. Advice from members was to introduce the Jan 2013 BSS private boat requirements amendments as part of the hirer review process;
- b) amending the LPG tightness test procedure for bubble tester, in view of a change of manufacturer's test button operating instructions from 10 seconds to one minute;
- c) a minor amend to the 'applicability' in the new solid fuel stove body 'advice' check 8.10.5 to align the approach of communicating the risk with other carbon monoxide risk BSS checks ;
- d) prioritising BSS Office technical work in support of BSSTC;
- e) assessing the technical and risk management changes falling from the Scottish Canals public consultation and concluding no changes to BSS requirements are warranted.

Several BSSTC members attended a sub-group meeting supporting the hirer safety review on 20 June. This meeting achieved a good level of consensus and enabled the review process to start on a firm basis.

2. BSSTC membership

The vacancy for an IWA rep has been filled.

At the April meeting of BSSTC the RYA rep announced his retirement. This vacancy has now been filled.

3. BSSTC Terms of reference

Work has yet to commence. Work will commence in conjunction with the assessment of the new BSS Committee website facility being trialed by the hirer safety review Sub-group.

4. Technical appeals/issues considered

Petrol fuel tank and distance from heat source. The issue was one of interpretation of the BSS check at 2.5.5. The way forward, taking into account both the BSS checks and the practical and risk situation, is for examiners finding non-compliance to check 2.5.5 where the distance to engine-block components from fuel tanks is less than 100mm, is for them to draw the facts to the attention of the BSS Quality and Technical Manager for him to assess if BSSTC need to review the circumstances.

Drafted by Graham Watts, BSS Secretariat, subject to change by the BSSTC Chair

10 August 2013



10 August 2013

Dear BSSMC member,

Report from BSSAC Chair for BSSMC [Doc C1, BSSMC #80]

The following items are drawn from the recent BSSAC meeting #83 held on 25 June 2013.

1. *Timely production of BSSAC meeting notes*

The BSSAC Chair said that he found it completely unacceptable that notes of the last meeting were producing three to four months after the meeting, and there was general agreement amongst members. The BSS Manager apologised for the lateness which he said was because of competing priorities, he said that the intention was to record this meeting and have it transcribed as this may provide a partial solution. Members agreed to the recording of the meeting. The BSS Manager committed to produce draft unconfirmed notes for the Chair to view, within 14 days of the meeting.

2. *Matters Arising from the previous BSSAC meeting*

- a) Members welcomed the positive stance of The Yacht Harbour Association (TYHA) to help facilitate the promotion of BSS awareness leaflets to all UK marinas.
- b) Members discussed solid fuel stove component availability, in the context of the BSS planned activity for this year - the BSS Manager said that looking deeper into the supply of components supporting BS8511 is planned for later in the year and will involve the BSS consultant who is close to the industry. The BSSAC Chair proposed that BSS effort be put into education about solid fuel fires and not to direct large amounts of energy towards twin-wall flue supplies.
- c) Two members raised the issue concerning CRT and EA licensing staff seemingly not placing reliance on the BSS examination passes recorded on the BSS database and rather continuing to ask owners to provide proof of passing. The BSSAC Chair summarised the debate by reminding the navigation authorities, that as far as the public and the committee are concerned, the system is meant to be seamless, and at the moment it doesn't appear to be seamless.

3. *The navigation authority hirer safety review – BSSAC involvement*

Whilst discussing BSSAC involvement with the hirer safety review several members had questions about the make-up of the BSS committee sub-group and their qualifications to cover both technical issues and operational hire issues. After a protracted debate the following outcomes were recorded:

- a) There is now to be one joint BSSAC/TC Sub-committee (BSS Committee Sub-group) to help the review process – rather than the two separate ones planned.
- b) The terms of reference of the sub-group are agreed by the BSSTC and BSSAC Chairs.
- c) The full BSSTC and BSSAC committees will have full access to reports and risk-review papers being developed and published on the sub-group's web-based facility.
- d) The date of the BSSAC meeting is put back from Tuesday 26 November to Thursday 5 December to allow the draft report to BSSMC to be considered in advance.

4. BSS strategy 2014-18, an opportunity for BSSAC input

Members accepted the opportunity to influence how the BSS continues to support the navigation authorities' interests into the future and meet accepted aspirations, enjoy further efficiencies and address known threats to the business – a Sub-group of BSSAC made up of user, practitioner and navigation authority reps will meet with the BSS Manager later in the summer.

5. Report of incidents and accidents recorded for the year so far

- a) Members discussed Boat Fire Safety Week that took place during Whitsun week. Mixed results were reported in part due to the sporadic support from Fire and rescue services and the poor weather during Whitsun week. Members suggested that supporting promotional material would be useful to deploy at locks during the week to advertise any events taking place.
- b) Members received an update from the BSS Manager concerning the Windermere tragedy involving the deaths of mother and daughter over the Easter weekend. The BSS Manager reported that the Coroner's verdict and MAIB full report were awaited. He said that BSS provided 1600 CO leaflets to three separate Lake District authorities immediately following the tragedy and that BSS will now await outcomes from the Coroner and MAIB before approaching the authorities and local marine trade and users, promoting that the lakes participate in the Scheme.

Drafted by Graham Watts, BSS Secretariat, on behalf of BSSAC Chair 10 August 2013



10 August 2013

Dear BSSMC member,

Quarterly BSS Quality Management Report [Doc D1, BSSMC #80]

1) Core Process Report – Delivering Consistent Examinations

a) Revised BSS Examination Checking Procedures (ECP) for private craft

Following the examiner seminars, the revised ECP 2013 were in use from 1 January 2013.

All examiners were presented with new ECP's and plastic check sheets. Additionally a number of revised or new "forms" were made available through the examiners sites.

The new ECP's were also part of IT2 launched in April which is also an essential part of the delivering consistent examination process.

b) BSS Examiner Field Assessments

The planned number of 35 field assessments, were completed by the end of April 2013. There is a delay in finalising the reporting process back to around half of the examiners concerned examiners and this shortfall is to be reviewed at a meeting scheduled for late August

To date, all newly qualified examiners over the previous two years have been field assessed.

The next round of field assessments start in October 2013.

c) BSS Examiner examination guidance and supporting information

The support website for all examiners continues to grow and all examiners are reminded to log on every month and follow updates and latest news. To date we can say that approx. 90% of all questions asked the BSS Team can be quickly and easily answered by use of the examiner pro-website.

Later in the year access to this site will be via a single log in which means examiners will be able to instantly and concurrently access both examination reporting and information via one log on portal.

d) Initial BSS Examiner Training Course

Following the introduction of the 2013 ECPs and the revised reporting online IT2 introduction on 1 April it has been decided to only hold one BSS examiner training course this year. This is to be held from Monday 30 September for two weeks at South Worcestershire College (SWC).

The course has been improved by the introduction of pre-attendance e-learning and the introduction of Salesforce training and testing during the course. This will enable successful candidates to join the BSS and start examining immediately they finish their training and are registered.

It is anticipated that there will be two training courses during 2014, one in March and the other later in the autumn.

e) The future of BSS examiner training

The BSS plan to review examiner training as part of a strategy review.

Part of the need for this review is caused by SWC actively seeking to merge with other further education college's to gain new funding and these new partnerships will dictate its direction and supply of training courses.

We cannot wait for them to decide so we are reviewing our training approach as part of a strategy review and will provide the resources to put any possible changes in place by the start of 2015. The way forward will be led by the BSS strategy review, the outcome will be known by the end of the year.

2) Core Process Report – Risk Management

a) IT2 – risk management

The new IT system asks examiners to enter more information whilst they are completing their examination reports. From that new data we have the ability to produce a number of different reports which can add to our understanding of “risk” and “incidents” both specific and in general across all boats. There will be quarterly based reports to give information about risk data as well as specific reports which may be needed to understand events or activities as they arise.

b) BSS risk management process improvements

The experience gained in administering a risk review of hirer safety is helping underpin planned improvements in the BSS risk management process. Further coverage of the outcomes of this review will appear in the BSS strategy review document towards the end of the year.

3) Other quality assurance measures

Planned activities for 2013-2014 include:-

a) e-Learning

Our use of e-learning has been limited to the ECP update late last year, and the continuing use of pre-learning on the next examiner training course at SWC in October 2013

We are assessing the role of e-learning as part of an integrated approach to examiner training and improvement. The way forward will be led by the BSS strategy review and associated business plan.

b) BSS staff support to examiners

During the ECP 2013 examiner seminars it became obvious how important it is to engage with examiners face to face, this was also reinforced by feedback during the recent round of field assessments. In order to meet this need the members of the BSS Team are putting in place several changes.

We will follow up last year's successful attendance at ABSE regional meetings.

Secondly examiners who are struggling with some aspects of the IT system can be invited to local CRT offices and receive individual or small group teachings on the IT system.

BSS staff or chosen “buddies” to visit examiners at their place of work or home locations to undertake one to one sessions using examiners personal computer systems.

c) Moneypenny call-handling service

Following a BSS Office team survey of the Moneypenny call-handling service, the BSS Manager held his first annual meeting with Moneypenny and agreed minor service improvements at no extra cost.

4) Examiner examination reporting monitoring

a) Examiners examination returns and reviewing the successful implementation of Salesforce

With the introduction of IT2 and its ability to be data-mined more efficiently combined with new data being collected it has been decided to divide the reporting section in three distinct areas so that information produced can be better analysed and discussed.

The three areas proposed are:

High level data - This is provided in order that committee members can get a feel for the size and changes to the BSS over time. I will try to match current information to historic information.

Fail data - This may include specific check fail items for both private and non-private examinations. We can use this information to analyse results and plan changes

Risk data - This is a collection of information that gives us information about fuels and systems carried on boats as well general examiner information such as those outside the 48hour reporting rule or those examiners constantly producing no fault examinations

Below is a selection of reports for the period April and May 2013 (not all reports available to date)

High level

Number of examiners 208

Resignations during 2012-2013 15

Number of pass examinations 2906

Number of passes but some advisory checks did not pass. 757

Number of fail examinations 1003

Total all examinations 4666

Total number of examinations in April-May 2012 4395

% of examinations carried out by top 30 examiners. 44%

Fail data

The top five faults found of either mandatory or advisory are.

Check No.		Number of faults, all exams	% of all faults found, all exams
3.1.2R	Are batteries secure against excessive movement in any direction?	231	4.1
8.9.1A	Is the vessel provided with adequate fixed ventilation?	224	4
7.12.2R	Is the LPG system free of leaks as defined in the tightness test?	191	3.4
6.1.1R	Are the correct number of portable fire extinguishers provided, and do they have the correct fire ratings?	184	3.2
3.1.3R	Are battery terminals correctly insulated or protected?	140	2.5

Risk data

Number of boats carrying or using petrol 1500 (32% of all boats examined)

I would encourage any BSSMC members to consider and request which type of data they require either at each meeting or as a specific report.

P Rickett, **BSS Quality and Technical Manager**

10 August 2013



10 August 2013

Dear BSSMC member,

IT Quarterly Report [Doc E1, BSSMC #80]

1. The implementation of IT2 V5

IT2 V5 was implemented from 1 April 2013 after an extended testing period. The operating principles were communicated to examiners during seminars in late 2012 and early 2013.

The introduction was combined with a number of 'How-To-Guides', access to a sandbox, one-to-one discussions, online support and visits to ABSE local meetings; as well as a number of key examiners acting as "buddies" to other examiners.

Wider implications of the move to IT2 included communications to all Navigation Authorities licensing departments, boat owners and the boating press as well as essential changes to the guidance supporting examiners' BSS Examiner Conditions of Registration.

The BSS Office acknowledged the efforts all members of the BSSAC IT sub-group and testers who spent considerable efforts testing systems and reporting back results, improvements, ideas and suggestions for change.

IT2 V5 went live from 06:00 on 1 April 2013 for all examiners.

From this point onwards all BSS examination reporting are made on the Salesforce version V5.

All changes to the examination administration such as the "old" style certificate, reporting against IT1V4 and other selected paperwork documents either become redundant or were modified to match the new IT system.

In summary, V5 bedding-in issues are reducing and being solved in real time. The introduction of V5 seems to have gone smoothly and very quickly meet its objectives as outlined in the reference papers mentioned earlier.

On-going Challenges:

a) De-duplicating process

The de-duplicating process was put on hold during the move to IT2 and will be restarted once agreements are in place to incorporate the various navigation authority boat registrations.

b) BSS Examiner payments online via Salesforce

We are moving towards the final goal of sending invoices via SAP by email and receiving online payments back from examiners. We have now introduced the production of electronic invoices and examiners can now receive, download, copy and file or print out monthly invoices at any time.

We are meeting with CRT cashiers to discuss how the Salesforce software, that starts the monthly invoicing, can be incorporated directly into SAP with no BSS intervention. Additionally CRT has plans to introduce online payments for their customers direct input and we plan to introduce this when available.

c) NA access to the 'central BSS database' (Salesforce)

Wider access to basic boat certification information for navigation authority staff is now through a secure page, but access to the data will not be on a 'per seat' basis as at present.

The means of transferring information between Salesforce and the BSS website server has been developed and tested as working. The information is currently set to update every hour but frequency can be changed to suit individual needs.

The Salesforce facility for navigation authority officers has been developed to allow downloading of data-files of the latest BSS examination data for boats on a selected navigation in a selected time period i.e. download all examinations in the *past week* for boats on *CRT* waterways.

d) Changes to BSS examination documentation - the challenge for examiners

"The BSS Office recognises that the removal of previously freely distributed paperwork and the change to choice-driven, flexible, paperless processes will be a challenge for many examiners, boat owners and Navigation Authorities". Most examiners moved very quickly into using V5, examiners experiences on V4 helped them absorb the changes and the number of "help" calls to the BSS Office quickly reduced.

Most owners seemed to understand the move as it was very similar to the VOSA scheme they use with their motor vehicles.

A number of Navigation Authorities were slower to adapt and change and we continue to work with a number to enhance their experiences and support their introduction inside their systems.

2. Examiners Pro-site

The examiner access to Salesforce and their support website will soon be made through one login page which will be linked from the newly developed BSS website. The single login will allow the posting of short, crucial, reminder/update messages will be displayed at the point of login.

3. Committee members' website

Work on the committee website is continuing in conjunction with the launch of a revamped BSS website. The BSS Committee Sub-group formed to support the navigation authorities Hirer Safety Review will be utilising the embryo committee member site during this summer.

4. BSS public website re-vamp

As referred above the back-room architecture and the front-face design of the BSS website has been changed. The move will allow more efficient use and easier updating of the web content including uploading of video and audio files. View the new look website here:

<http://www.boatsafetyscheme.org/>

P Rickett, **BSS Quality and Technical Manager,**

10 August 2013



12 August 2013

Dear BSSMC member,

BSS Financial Report for the BSSMC [Doc F1, BSSMC #80]

In lieu of the normal verbal update I have prepared this financial document that covers three financial aspects.

- 1) The P&L report from 1 April 2013 until 30 July 2013 and supporting notes;
- 2) The results of the FY 2013 as signed off by the BSSMC Executive members;
- 3) The financial budget for the financial year 2013/2014 as signed by the BSSMC Executive members.

Item 1 The P&L report

This P & L report covers both the period from 1 April 2013 until 30 July 2013 (1-4)

Profit and loss accounts	Plan	Actual
Sundry Sales	205,000.00-	178,265.82-
Payroll Costs	70,589.39	72,336.03
Stationery & Printing	1,200.00	4,841.87
Premises and Office Costs	15,256.68	16,383.99
Professional Fees	18,500.00	17,939.10
Controllable Costs	112,577.03	111,279.96
Total P & L	92,422.97-	67,135.86-

Notes to period 1-4 results

For brevity not all details of every GL code costs are included, however all sub-totals are correct as at July 2013. The full year's figures relate to the BSS P & L Business Plan for 2010/14 document V18.

Details of selected items

1. **Sundry Sales** Down against plan by 13%. This is a result of moving to IT2V5, as the change involved both refunds for unused certificates and moving from pre-pay to post-payment. Corrections will be made to the plan at period 6
2. **Stationary and printing.** This excess spending has resulted from the purchase of most of the year's needs in one print run to reduce costs. As the year goes forward this figure will start to balance.
3. **Professional fees.** These will be slightly underspent but will rise as we have several contractors whose activity completed in late March and have yet to invoice.
4. **Total P & L** This is down by 27% and matches the reduced sales level. The figure will be revised when the sales target is revised in period 6.

This abbreviated P&L indicates that we are at present matching our financial plan V18 and see no reason to make any adjustments other than those planned at period 6.

Item 2 Published results for FY 2012/13

The chart below is the agreed format for publication within the BSSMC meeting notes.

Profit and loss accounts	Plan	Actual
External Income	431,000.00-	435,675.74-
Payroll Costs	209,571.28	209,152.93
Staff Related Costs	16,057.66	18,269.10
Premises and Office Costs	40,680.40	60,613.91
Professional Fees	93,500.00	56,023.72
Finance & Other Costs	16,600.00	4,789.54
Total controllable costs	376,409.34	348,849.20
Total reserves	54,590.66-	86,825.54-

Item 3 Planned budgets for FY 2013/14

The chart below is the agreed format for publication within the BSSMC meeting notes.

Planned Profit and loss accounts 2013-2014	Plan
External Income	434,000.00-
Payroll Costs	214,816.83
Staff Related Costs	28,774.36
Premises and Office Costs	46,270.04
Professional Fees	92,500.00
Finance and other charges	2,148.52
Total Controllable Costs	384,509.75
Total reserves	49,490.25-

Notes

Changes will be made during period 6 to both external income and total reserves.

Ratification of the BSS Certificate selling price

Members of the executive agreed that the selling price of the BSS Certificate is maintained at £34.80 including VAT for the fourth successive year.

Philip Rickett,
BSS Quality and Technical Manager,

12 August 2013



12 August 2013

Dear BSSMC member,

Report of incidents and accidents recorded for the year so far 2013 and inferences drawn and BSS risk-activity update [Doc G1, BSSMC #80]

This is a report of incidents and accidents for the calendar year 1 Jan – 10 June, 2013 as recorded by the BSS as of 12 June 2013. This version of the report was presented at the BSSAC meeting on 25 June.

1.0 Introduction

1.1 - The inferences drawn from reviewing incident reports are the foundation to the effective planning of BSS activity to help address the risks presented by boats that have been inadequately constructed or maintained or inappropriately used.

Incident reports are used to help identify patterns of risk and any new risks not previously envisaged. The process employed relies on the receiving-of or gathering-in of details of boating incidents including fire, carbon monoxide (CO) poisoning, capsizes and man-overboard.

1.2 – The role of the BSSAC is key in determining the precise activity of the BSS Office by helping prioritise the activity and helping determine any appropriate risk-management measures based upon input at BSSAC meetings.

1.3 - Your attention is also drawn to section 4 which reports against the planned BSS risk activity for 2013; as agreed by BSSAC/BSSMC at meetings in February and March respectively.

1.4 – The information within this report is not reproduced for comparative purposes. Its sole purpose is to provide picture of risk trends, potential hazards and the nature of incidents occurring on small craft, especially those on inland waterways.

2.0 The Incident and Accident Data

2.1 - The incident data used to populate this report is recorded by the BSS Office. The data includes incidents relating mostly to boats used on inland waterways. However, incidents of fire, explosion and CO on coastal boats are recorded where the craft may be of the type that could be used inland or where the systems aboard may be common to those on inland boats.

2.2 - The data cannot be considered as a complete record of incidents on any waters. Many minor incidents are not reported to any agency, let alone published. Where agencies, typically fire, ambulance or other health organisations have records of a boat related incidents, there are still likely to be only a minority of such records made public. Government records nationally suggest that fire & rescue service (FRS) attend around 300-350 boat fires each year, although the definition of boats may not be consistent.

2.3 – Where fire has spread from one boat to another each boat affected is counted as one record and cause is recorded as conflagration. This alludes to one of the purposes of the Scheme to help prevent such events from happening.

2.4 – Where two or more boats collide in one event, it is counted as one incident.

3.0 Summary

3.1 – This review is based on 149 relevant reports obtained for this year by 10 June 2012.

The BSS has gathered details of 130 incidents on inland waterways and 19 on UK coastal waters including marinas, harbours, creeks and inlets. A breakdown of all incidents collected is provided in Annex A attached.

3.2 – On waterways where the BSS is implemented, 127 incidents were recorded for the 2013 year to 10 June. Of those 46 relate to fire, CO and pollution, which for these categories only is around 1.9 incidents per week. Last year to the end of April 2012 (BSSAC #80) we had on record around 1.3 incidents per week.

The balance of incidents is 81 (navigation related e.g. sinking, MOB, lock hang-up, etc) , which is hugely more than last year. This is undoubtedly due to BSSs' Dave Washer being able to extract CRT incident data from the CRT files earlier this year than in any previous years. There may also be better reporting internally within CRT.

3.3 – Incidents linked to the use of solid fuel stove incidents remain as the single largest figure in the table of known causes at 11 incidents so far. This is equal to the whole of last year. The extended poor weather may be a factor.

3.4 – Once again electrical systems and apparatus incidents is the second highest number of known causes with 8 incidents.

3.5 – There are 12 incidents (of 46) where the cause is not yet known by the BSS, comparing this figure with April last year which was 9 of 30, it indicates we are having more success in being able to record the cause.

However there are serious fires or explosions resulting in hospitalisations where the cause is not yet known.

3.6 There have been no fatal incidents so far this year on BSS implemented waterways. There have however been 9 people sent to hospital from fires and explosion events. One boat was in dry dock where people were sleeping on the boat under repair

The only one we have had success in obtaining the cause relates to the probably use of a disposable BBQ that caused a fire so serious it damaged the jetty and damaged four boats.

Two occupants of one boat had difficulties escaping and had to jump into the waterway to be rescued.

The BSS will be repeating its message from last year emphasising the need for extreme caution when using and disposing of charcoal BBQs – and that any BBQ should be used ashore, not on the boat.

3.7 - Difficulties of escape: the aforementioned is currently one of two serious fires where occupants had difficulty. In another incident, the intensively used narrowboat was so arranged with belongings and impediments that the owner's escape route was blocked. He was extracted from the vessel by passers-by who had to break windows to aid the escape.

3.8 - CO there have been three very serious incidents on inland waterways that have seen two people die from suspect CO poisoning and another 8 taken to hospital for treatment for confirmed CO poisoning. All boats were used for pleasure and leisure; two were private cruisers and the other a narrowboat hire craft.

All three incidents relate to exhaust fumes. Two of the boats had improvisations to exhaust arrangements and the other likely involved back-drafting on a moored boat.

The fatal incident on Lake Windermere has received much publicity and the initial findings of the MAIB have been published in [Safety Bulletin 2-13](#)

The full MAIB report is expected within the next month or so.

3.9 – Prop strikes – there were 5 incidents last year including coastal and this year in the River Camel estuary there was the well-publicised double fatal and multiple injury incident. The initial findings of the MAIB have already been published in [Safety Bulletin 1-13](#)

By way of assistance a table A7 provided last year is repeated below setting out the brief circumstances of last year's incidents.

4.0 Quarterly report against planned BSS activity in 2013

This section provides a quarterly update against the planned BSS risk activity for 2013, as agreed at BSSMC [Doc H1, BSSMC #79].

The following number references relate to *Doc H1, BSSMC #79*.

Reports on significant BSS risk activity is provided below.

4.1 – 240v ac electrical safety –

4.1.2 - Electrical safety information has been published on the BSS Stay Safe section. More information will be added through this year

The BSS will be participating in National Electrical Fire Safety Week through a press release and social media in September 2013, the new calendar slot for the event. It will utilise all agreed messages and risk identification/mitigation information gathered up to the commencement of the week's campaign.

4.2 –Battery charging incidents –

4.2.1 - Battery safety will be promoted as on part of the BSS activities during national Electrical Fire Safety Week

4.3 – Petrol engine and vapour incidents –

4.3.2. The BSS webpages on Avoiding Fire Afloat are being developed and this includes a more developed text on petrol safety that is contained in the paper version.

4.4 –Safety self-awareness (escape) –

4.4.2 Safety self-awareness was promoted during **Boat Fire Safety Week (BFSW)**, but this year's messages also majored on carbon monoxide safety related to the three serious CO events at Easter and the publication of the MAIB Safety Bulletin

The RYA, Maritime and Coastguard Agency and RNLI all supported BFSW for the first time.

The RNLI used Twitter, Facebook and its local networks to promote the themes of the BFSW briefing. It created a special image link that contained fire safety tip icons from the Fire Kills BSS booklet.

The RNLI, which had one of the best responses it had ever had on its social media activity said *"The link (which sent people to the sea safety pages on our website) was clicked on by 102 people. All in all, it was extremely well received by our Facebook and Twitter fans/followers"*

Over two-dozen fire and rescue services participated in various ways including many towpath, marina and harbour visits.



CO alarms and BSS leaflets being handed out at Gloucester Docks during BFSW

Other supporters spreading the message included various RYA training centres, NABO, the Broads Authority and the Environment Agency.

In the days of threats to fire service funding, support for such campaigns is vital to convince governments, national, regional and local to support these important initiatives.

Although the numbers of fires has increased slightly this year and through April and may had been running at around 2.5 to 3 fires per week, for the seven days of Boat Fire Safety Week

2013, there were no boat fires or CO events reported. This could just be a blip or the activity could have had a possibly short-lived affect.

4.6 – The Risk to Residential Boaters –

4.6.1 – The BSS Office established a liaison with the Waterways Chaplaincy on this subject, with a view to reaching pockets of vulnerable boaters.

4.7 – Incident Information -

4.7.1 It is anticipated that hire boat incident information will start to flow into and flow from WAID later this month. This is linked to the Hirer Safety Review 2013.

4.8 - Carbon Monoxide –

4.8.1 – Two co-ordinated news releases have already been made with APPCOG (All Party Parliamentary Carbon Monoxide Group). The APPCOG is already proving source material for new research into the causes and effects of CO.

We may yet see a unified national safety symbol/icon to denote messages about CO risk

There is to be a national CO holiday safety campaign, including boats.

4.8.2 – BSS *CO Safety on Boats* leaflet nearly 50,000 have been distributed since January, boat insurers Haven Knox Johnson supported the print costs and Safelincs has provided the artwork amends to the slightly revised version of the leaflet. The next batch of 15000 leaflets is being sponsored by the Gas Safety Trust..

4.11 - Smoke Alarms

4.11.1 - The installation and routine testing of smoke and CO alarms was heavily promoted during Boat Fire Safety Week

4.11.2 – This re-examination of the BSS recommendations for smoke alarms has commenced with the Fire Industries Association as it also supports the Hirer Safety Review project

4.13 – Hire boats –

4.13.1 - The Hirer Safety Review 2013-15 is covered extensively in other reports to BSSAC. The headline details and time plan have been published on the BSS website

<http://www.boatsafetyscheme.org/about-us/governing-the-bss/hirer-safety-review-2013-15>

4.14 – Boater attitudes to staying safe –

4.14.1 - The RNLI is providing guidance and support for the planned BSS ten-yearly boater safety attitude/behaviour survey in view of their extensive experience in this field.

See Annex A attached for a more detailed breakdown of the data for the period 1 Jan – 10 June 2013 as collected by 10 June 2013.

See Annex B attached for information about the role of the BSS concerning incident report collection including the limitations.

Compiled and drafted by Rob McLean and Graham Watts from investigative work by Dave Washer, 12 June 2013

Annex A – Total - 1 January to 10 June 2013 149 incidents

Table A1 <u>Basic statistics from the records</u>	<u>BSS</u>	<u>Non-BSS</u>	<u>Coastal</u>
Number of incidents recorded	127	3	19
Fire/explosion (inc immediate risk of)	40	1	18
CO (including near incidents)	5	2	
Pollution	1	-	
Man Overboard	3	-	
Personal Injury	3	-	1**
Capsize 0, collision 18, grounding 15, sinking 19 , lock hang-up 9, stranding 12, navigation error 2	75	-	

*vessels included in multi-vessel incidents

**MOB/propeller incident (usually only fire & CO incidents are recorded)

Table A2 <u>When accidental fire happens</u>	<u>BSS (37)</u>	<u>Non-BSS (1)</u>	<u>Coastal ()</u>
Moored	33	1	6
Approaching, traversing, departing Lock or Bridge	-		-
Underway/setting off	3		9
To Be Confirmed	-		-
Hard-standing / abandoned	-		3
Dry Dock/Construction	1		-

Table A3 <u>Use of vessels (65) in all inland incidents</u>	<u>BSS waters</u>	<u>BSS waters</u>	<u>Non-BSS</u>
Note: Navigation = all other inc Capsize, Sinking, Grounding etc	<u>Fire, CO & Pollution</u>	<u>'MOB & Navigation'</u>	<u>inland</u>
	(45)	(81)	<u>All incidents</u>
			(3)
Pleasure and leisure	19	48	2
Not recorded/not known	14	7	-
Intensive [residential and extended use)	10	1	1
Hire and passenger boat	1	16	-
Workboats / other commercial	1	9	-
Brokerage / renovation / under repair	-	-	-
Abandoned	-	-	-

Table A4 <u>Systems & causes: all fire, pollution & CO inland waters</u>	<u>Inland BSS</u> (45)	<u>Non-BSS</u> (3)	
Deliberate Fire setting	2		
Conflagration	5		
Bullseyes	-	-	
Electrical [all installations and systems]	7	1	
Engine [installed] / engine room / exhaust	1	-	
Flammable vapour [type tbc)	2	-	
Galley Accidents / Smoking / candles/ un-specified appliance	-	-	
Gas escape / installed gas appliance	1	-	
No information [TBC, not reported, not investigated & inconclusive]	12	-	
Oil fired stoves and heaters [installed]	2	1	
Other [inc machinery, welding, DIY, etc]	1	-	
Petrol installed [leak, refuelling, detonation, etc]	-	-	
Portable engines / outboards / generators	-	-	
Portable items [lamps / heaters / stoves]	1	1	
Solid fuel stoves	11	-	

Table A5 <u>Serious incidents on all inland waterways</u> [Note: Major injury = treated at hospital]		
<u>Totals</u>	<u>Fatalities (2)</u>	<u>Major injuries (18)</u>
Explosion/fire, petrol, gas, fume ignition	-	9
Carbon Monoxide	2	8
MOB/Capsize	-	-
Other personal injuries	-	1

Table A6 all inland waters <u>Trends in systems & causes: All fire & CO</u>	<u>2013 to date</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Totals	47	80	90	105	66	67
Deliberate Fire setting	2	11	25	27	17	29
Conflagration	5	5	5	5	7	0
Totals of accidental and original incidents		64	60	72	42	38
Bullseyes	-	-	1	2	-	-
Electrical [system / appliances]	8	15	17	8	10	7
Engine / engine room / exhaust	1	4	8	6	4	3
Flammable vapours (not yet identified)	2	2	3	2	-	-
Other domestic, galley, smoking, candles, appliances	-	3	1	3	0	0
Gas escape / installed gas appliance	1	3	3	3	0	2
Not known [inconclusive / tbc to BSS]	11	21	13	23	11	8
Oil fired stoves and heaters [installed]	3	2	1	1	1	2
Other [inc machinery, welding, DIY, etc]	1	2	0	0	2	0
Petrol related – leaks, refuelling, etc	-	2	1	3	7	4
Portable engines / outboards / generators	-	-	1	5	0	4
Portable items [lpg, oil, BBQ, electric, etc]	2	-	4	2	2	4
Solid fuel stoves	11	10	7	15	5	4

Additional information table A7 – Propeller strike incidents 2012

When	Where	Brief note on circumstances
10/04/2012	CRT canal -	10 year old boy fell from rear of a hire boat. His parents reversed back to pick him up and he was sucked into the propeller. The boy suffered injuries to leg and was transported to hospital via ambulance
20/07/2012	The Needles, Isle of Wight	<p>According to press reports a teenage boy has died after he fell from a boat being driven by his father and was hit by its propeller.</p> <p>The 14-year-old was with two school friends and his father were aboard a rigid inflatable speedboat when two of the passengers suddenly fell overboard. The boat then circled and the 14-year-old and another teenager were hit by the spinning propeller of the outboard engine.</p> <p>The boy was airlifted to Southampton General Hospital on the mainland, where he later died.</p> <p>The other boy, also aged 14, suffered serious but not life-threatening injuries.</p>
27/07/2012	Country Park Lake	11 year old boy became entangled in propeller by his shoe lace the boy has undergone two operations since the incident
29/07/2012	River Dee	<p>Firefighters from Chester fire station crossed the river to rescue a 54-years-old man who had fallen from a leisure boat and had pulled himself on to the far bank.</p> <p>Firefighters and paramedics treated the man, before he was flown by helicopter to receive hospital treatment for a suspected fracture, severe cuts and lacerations to his leg.</p>
11/08/2012	North Wales coast	<p>A boy who got caught in a propeller, needed nearly 700 stitches to save his leg. He was one of a group of boys who joined in an opportunistic offer of a speedboat trip from Porthmadog to Pwllheli to collect some fuel.</p> <p>On the return journey, they stopped for a swim. The boy jumped off the front of the boat and swam round to the back and climbed aboard.</p> <p>He repeated this and as he swam round to the back for a second time, the skipper was distracted by a mobile phone call, then realising the boat was drifting towards the rocks, the skipper turned the engine to move away. He hadn't realised the boy was just about to climb back on and the boy's leg was hit by the propeller.</p>

Annex B The Role of the BSS Concerning Accident and Incident Data Collection

The BSS Office collects reports of UK recreational boat-related accidents and incidents from any source.

We are interested to establish causes and circumstances to help establish trends and inform BSS Office activity aimed at helping prevent re-occurrences. Our job is to react to trends, or identify new risks or predict potential risks, in an appropriate way. This involves working with stakeholder groups through the BSS Advisory and Technical Committees. The data collected feeds into current and future BSS activities associated with the key risk areas. The data is also used to support navigation authority input concerning their other activities such as the Hirer Safety Review.

We are not responsible for, and do not conduct investigations into accidents/incidents, but we may view fire reports or coroner's verdicts in order to inform our assessment. We may help the investigation of incidents by facilitating the return for testing of suspected faulty equipment to the manufacturer/ supplier. We also assist Navigation Authorities in their responsibilities in investigating incidents.

We may also test the experience of the 200+ independent BSS examiners by way of targeted surveys. Through partnerships, we may seek to influence relevant British and European standards-making activities.

In the event any accident or incident casts doubts about the issue of a BSS certificate, the BSS Office will seek to view the vessel in order to investigate any potential for an inconsistent examination.

This report has been generated by the interrogation of Fire and Rescue Service web sites, news sites and boating newsgroups. Information from the Maritime and Coastguard Agency and the Marine Accident Investigation Branch and dealings with Coroners' Officers is also included. Discussions with CRT and EA navigation staff have generated further reports of accidents/incidents and a number of BSS examiners and others people from the marine trade have been helpful in reporting incidents or supplying greater detail. We also review key stakeholder statistics such as from the Royal National Lifeboat Institute and CO-Gas Safety.