

**Offshore Industry Advisory Committee****OIAC/MIN/1/2007****Meeting date:** 16 March 2007**Open Gov. Status:** Fully open**Type of paper:** Minutes**Paper File ref:****Exemptions:** None**Offshore Industry Advisory Committee**

Minutes of the meeting of the Offshore Industry Advisory Committee held on 16 March 2007 in the Richard Emmott Room, Lord Cullen House, Aberdeen

**Present - Members**

Phil Ley – OCA  
 Dave Rhodes – WSCA  
 John Taylor – TGWU  
 Bob Kyle – UKOOA  
 Tim Walsh – Lloyd's Register  
 Richie Adams – BROA  
 Brian Negus – GMB  
 Peter Carter – DTI

**Others**

Rae McIntosh – HSE  
 Derek Pratt - HSE

**Apologies**

Ian Tasker – TUC  
 Graham Tran – Amicus  
 Dominic Cattini – IADC  
 Peter Bruce – COTA  
 Allan Graveson – Nautilus  
 Jane Bugler – IMCA  
 Paul Fairbrother – MCA  
 Edmund Brookes - BROA

**Absent**

Steve Todd – RMT

**Officials Present**

Ian Whewell – Chairman  
 Julie Voce-Pascoe - Secretariat  
 Louisa McNamara – Secretariat

<b>Item</b>	
<b>1</b>	<b>Introduction, apologies and minutes from the last OIAC meeting</b>
1.1	Ian welcomed everyone to the meeting. Ian also welcomed Brian Negus and Tim Walsh to their first meeting. Ian informed the Committee that COTA had accepted an invitation to join OIAC but, unfortunately, their representative was unable to attend. The verification bodies (Lloyd's Register, DNV, ABS and BV) have also accepted invitations to join OIAC and they will attend on a rotational basis.
1.2	Apologies were received from Ian Tasker, Graham Tran, Dominic Cattini, Peter Bruce, Allan Graveson, Jane Bugler, Paul Fairbrother and Edmund Brookes.

1.3	The minutes of the meeting held on 21 November 2006 were accepted as a true record of the meeting.
<b>2</b>	<b>OIAC work programme and future priorities</b>
2.1	Ian gave a presentation on HSE Offshore Division's (OSD) priorities for 2007/08 which covered where OSD will be focussing its efforts.
2.2	Members discussed the presentation and agreed that while Step Change has made improvements to industry, OIAC can also support the work of the Major Hazards programme. Members agreed that there are a number of useful tools which have been produced which feed into the work of OSD and discussed ways in which OIAC could add to and complement what is already available.
2.3	Members agreed to feedback ideas on practical steps which OIAC can take to contribute to improving health and safety in the offshore industry.
<b>3</b>	<b>Health and Safety Statistics Bulletin</b>
3.1	Derek Pratt introduced this item. Derek explained that the bulletin is based on the Step Change quarterly report but includes some additional categories of information. The bulletin summarises offshore health and safety statistics for the last five years and, taken together with figures from Step Change, provides an overview of offshore incidents. Derek welcomed comments on the bulletin and informed members that it could be provided annually for information and discussion if they wished.
3.2	Members agreed that they would like the statistics supplemented with information from Step Change and that it would be useful to receive updates on trends of accidents and incidents once a year. They also requested that provisional data for 2006/07 be provided at the meeting in June.
3.3	Members were keen to see more information relating to occupational health issues and would contact Secretariat with details of their requests. Derek confirmed that HSE publishes more detailed reports of offshore injuries on its website at: <a href="http://www.hse.gov.uk/offshore/statistics/hsr0506.pdf">http://www.hse.gov.uk/offshore/statistics/hsr0506.pdf</a>  Members discussed information and statistics produced by other organisations and Bob agreed to investigate information on occupational health produced by Step Change.
<b>4</b>	<b>Final report from the offshore industry influencing network</b>
4.1	Ian gave a presentation on the findings of the report from the Offshore Industry Influencing Network project. Ian confirmed the report was still in draft and would not be completed until November. Copies will be circulated to members upon completion.
<b>5</b>	<b>Report and views on the future need for the Helicopter Liaison Group (HLG)</b>
5.1	Rae McIntosh presented a paper which provided OIAC with a summary of HLG activity since October 2004. On behalf of HLG, Rae sought agreement from members for its continuation of HLG as a sub group of OIAC.
5.2	Members discussed at length the differences between HLG and the UKOOA Aviation Safety Technical Group (ASTG). UKOOA were strongly of the opinion that the forum convened under ASTG adequately supported the interests of groups concerned with helicopter safety. This made HLG, in effect, redundant. However, this was strongly disputed by the Trade Unions who do not have a place as of right on ASTG.  The Trades Unions and BROA robustly supported the continuation of HLG. It was noted that the groups are made up of different members and would not discuss all of the same topics. The majority of OIAC members agreed, on balance, that HLG should continue subject to annual review and the provision of annual reports to OIAC.
5.3	OIAC agreed to a request from OCA for representation on the HLG.
<b>6</b>	<b>Update on the Workforce Involvement Workgroup meeting</b>
6.1	Julie informed OIAC that the Workgroup met on 15 <sup>th</sup> March. At this meeting, members

	agreed that the group would continue, although it will review its terms of reference, aims, objectives and membership. The Workgroup group plans to meet again within the next three months and a further report on progress will be given at the next OIAC meeting.
6.2	Julie informed members that 'Play Your Part' will be revised shortly and the PFEER Regulations are also being amended. Julie urged members to provide input into these pieces of work.
6.3	Phil commented that OIAC was reinvigorated and he was heartened by the changes taking place.
<b>7</b>	<b>Role of safety representatives and their effectiveness</b>
7.1	Bob informed members that the Step Change guidance has now been published on the OPITO website, however, he was concerned that it had not been communicated well. John agreed with Bob and reported that he would be happy to work with HSE to publicise this guidance.
7.2	The idea of an HSE led workshop was mooted which would cover aspects of the legal framework, which are now no longer covered on some safety representatives' training courses.
7.3	Ian suggested that the Workforce Involvement Group were best placed to discuss safety representative's training and that it may be able to generate ideas and ways to promote the OPITO guidance. It was agreed that the Workforce Involvement Workgroup would explore this further.
<b>8</b>	<b>Feedback on HSE's research strategy and funding</b>
8.1	Rae gave a presentation on this topic. He explained that there had been a steady decrease in offshore research and associated expenditure since the mid 1990s. HSE did not allocate a discrete budget for 'offshore' research; funding for projects had to be bid for in competition with other research priorities. There was an expectation, stemming from the HSC Science Strategy 2005-2008, that industry fund more of the safety related research in the major hazards sectors. A substantial proportion of HSE's current offshore programme involved participation in joint industry projects.  Members agreed that joint funding of projects was a good idea but HSE need to have the funds available to do this. Rae agreed to provide members with details of HSE's research budget and how much money has been spent on offshore research.
8.2	Ian informed OIAC that Rae will be retiring at the end of March. Bob paid tribute to Rae's long and valuable service to offshore safety during his lengthy career with HSE. Members were unanimous in their agreement and thanked Rae for his contribution and wished him a happy retirement.
<b>9</b>	<b>AOB</b>
9.1	Bob informed members that UKOOA would be holding a Sustainable Stakeholder Event on 10 <sup>th</sup> May in Aberdeen in order to set out the scope for their 2007 Sustainable Development Report. OIAC members were invited to attend.
9.2	Ian spoke to members about arrangements at previous OIAC meetings where HSE would provide a chairperson and Secretariat. If other members of HSE attended, they would do so in an advisory capacity and as such, were not part of the meeting. Ian felt that there was value in having HSE operational input as part of the OIAC membership and sought agreement from members. The meeting agreed with Ian's suggestion and in addition to the operational input, Julie (or an equivalent HSE policy representative) would be a full member of OIAC and contribute to the discussion appropriately.
<b>Actions</b>	

**Secretariat to:**

- circulate the draft report from the Offshore Industry Influencing Network project at November meeting
- liaise with John Taylor on ways to promote the OPITO guidance
- invite an operational colleague to join OIAC

**HSE to:**

- provide provisional 06/07 statistical data at the meeting in June.
- report annually on the work of HLG

**Members to:**

- feedback ideas on practical steps which OIAC can take to contribute to improving health and safety in the offshore industry.
- contact Secretariat with details of information they wish to be included in the statistics bulletin.

**Bob Kyle to:**

- investigate information on occupational health produced by Step Change

**Rae McIntosh to**

- provide members with details of HSE's research budget and how much money has been spent on offshore research.