

INDUSTRY COLLABORATION COMMITTEE

Minutes of Meeting **28 November 2018** held as a web conference

Attendance:

Chairperson	Tony Lyon (TL)	XceCo, G+ Deputy Chair
	Alan MacLeay (AML)	IMCA
	Rhys Jones (RJ)	RenewableUK
	Jakob Lau Holst (JLH)	GWO
	Broder Illing (BI)	GWO
Secretariat	Beate Hildenbrand (BH)	EI

1. Welcome and Introductions and Safety Briefing

Tony Lyon welcomed members to the meeting. Apologies were received from Guido Schwabe (VGB) and Andy Goldsmith (IMCA). Alan MacLeay, the chairman of the IMCA Marine Renewable Energy Committee attended the meeting on behalf of IMCA.

2. Minutes of previous meeting

The notes on the last meeting (2018/002; 08 August 2018) were agreed as an accurate record.

Actions were reviewed and have either been progressed or are covered under other agenda items, apart from the following points:

- The Wind Partnership (TWP): T Lyon reported from the web-conference call with (Christian Monk Jenson) that was held following the discussion at the last ICC meeting on their lifting document. Christian Monk Jenson from TWP is keen to ensure that there is no conflict and is open to any proposed specific changes. He stated that TWP are happy to talk directly to someone from IMCA to directly discuss specific concerns. A MacLeay agreed to follow this up with TWP and resolve the issues with their document in collaboration.

Action: AML (IMCA Marine Renewable Energy Committee)

- Safety Alerts: The G+ are aiming to set up a coordinated public sharing process which will be reviewed/quality controlled by G+ members and will be set up probably similar to the IMCA safety flashes (around four alerts per year). The overall aim is to distribute safety information and lessons learned not only but in particular for the benefit of smaller companies

3. ICC Charter and Interface map of key wind H&S organisations

Previously the development of a Charter was agreed as there remains a lot of confusion in the industry on who does what and how existing Groups and organisations liaise with each other. The Charter will help to avoid duplication of effort, lack of coordination and conflicting messages. It also gives the opportunity to publicise who does what, detail future workstream activities and it provides visibility of a coordinated approach.

A draft Charter was developed by G+ and circulated to ICC members prior to the meeting for comments and to fill in organisation specific information.

At the meeting the following comments were stated:

- Inclusion to mission statement: visible collaboration to make industry more safe
- Inclusion in commitments: recognition of particular strengths of individual member organisations
- Inclusion of current joint initiatives including Lifting, immersion suits, medical standards, ER

TL was tasked to provide a revised Charter based on the discussion and circulate to the Group for review and comments.

Action: TL/ALL

4. Wind Industry Safety Group Structure

TL presented a Wind Industry Safety Structure diagram which was drafted following the last and final RUK Health and Safety Working Group (HSWG) meeting on 14 November (slide 4 of the presentation pack). The structure shows relations between ICC, RUK, G+, SafetyOn and the EI and provides a scenario for where the current RUK Groups (OEM Forum, OSRG, REEF) could be allocated. R Jones provided an update on the changes in RUK under agenda item 5.

5. Update on organisations work programmes and opportunities for mutual engagement / collaboration

G+:

T Lyon and B Hildenbrand updated the Group on the latest G+ publications and recent G+ activities in their 2018/19 work programme.

Since the last meeting the following documents were published and are available via the website:

- [Ladder climbing research report \(still some quality issues with graphics\)](#)
- [G+ Safe by design workshop report: WTG access to the transition piece \(below airtight deck\)](#)

In the G+ 2018/19 workstreams leads have been appointed and currently the scopes in the individual projects are further refined. Engagement from other stakeholders and members of ICC is welcomed.

The cooperation with ICC members was agreed particularly in the following areas:

1. *Risk identification discussion*

It was noted that work is welcomed to identify risks for the whole wind sector over the life cycle. It was stated that the purpose of such a document should be an agreement of attention to certain risks in specific areas and to raise awareness on blind spots. There was some concern that contractors might copy/paste the provided list of risks. TL was actioned to discuss the re-inclusion of this topic in the work programme with G+ BoD and FG.

Action: TL

2. *Immersion Suit review*

The lead here is with Ørsted (Hasse Andreasen) together with Siemens (Roland Gutbrod) and IMCA Marine Renewable Energy Committee (Andy Goldsmith) and the work focuses on the transfer from CTV to monopile.

Action: G+/AG

3. *Medical Standards*

G+ updated on the development in this workstream. GWO noted that that just signing up for training is not enough and that they are looking into an enhanced fitness test for training candidates. The Group discussed that all operators have fit for work tests and that harmonisation is needed. GWO is in contact with International SOS (Mark Parrish) on work on the fit for work process.

IMCA noted that also other aspects like fitness of people for transfer on vessels (i.e. sea sickness) and differences in different environmental temperatures (i.e. sea temperatures) need to be covered in this workstream.

4. *Working at height training*

The development of an overview matrix/ harmonisation of requirements based on the recent evolution of client requirements for crew to have GWO working at height training as they were 'transferring' was discussed. IMCA and GWO agreed to provide a joint gap analysis.

Action: GWO/IMCA

IMCA:

A MacLeay updated the Group on activities in the IMCA Marine Renewable Energy Committee which include the following:

- Two new toolbox talk guidelines have been produced.
- Three safety alerts have been published on: batteries, transfer from vessels and CTV incidents

- Planning of technical seminar: annual seminar on lifting including a renewables specific session is planned for 27th September 2019. An ICC presentation is welcomed.
 - Publication of rev 2 of Guidance on the transfer of personnel to and from offshore vessels and structures in early October
 - Two hot topics:
 - Equivalence/transfer of training cross sector: it was agreed to coordinate work here with GWO
 - Working under suspended loads
- **Action: AG/JLH**

RUK:

R Jones updated the Group on the restructuring process within RUK; the focus is currently put on the following things:

- Completion of ER guidance documents (Onshore in cooperation with SafetyOn; Offshore in cooperation with G+) before transfer of REEF Group
- Long-term solution for OSTR (option with EI under discussion)
- Skill transition in Sector deal
- Proactive workforce engagement
- Leadership event/award dinner in September 2019 (in cooperation with SafetyOn and G+)

GWO:

J L Holst provided an update on GWO activities.

- GWO updated their website and launched it in new design
- New training standards available with specific focus on remote locations.
 - Enhanced First Aid
 - Advanced rescue (covering working at height and training)
- Update on WINDA statistics:
 - Statistics for training show upwards trend
 - Aims for next year: strengthen audits/qualification/supportive material; survey function to monitor quality of training
- A basic safety training package including working at height and manual handling is under development and expected to be released in April 2019; It was stated that the working at height sections covers ladder climbing. G+ is interested in this part of the training and asked to be updated on its development.

- **Action: JLH/TL**
- A blade repair WG has been set up. This group is dealing with all the handling material that is used while doing the repair, including chemicals, grinding dust, etc.

6. Forthcoming Conferences and events

B Hildenbrand presented an update of relevant events and asked Group members to provide additional events on an ongoing basis to keep it updated.

Name	Location	Date
G+ Annual Stakeholder Forum 2019	London, UK	06 March 2019
G+ Safe by Design Workshop	London, UK	05 March 2019 (tbc)
Offshore Wind's International Partnering Forum 2019 (IPF 19)	New York, USA	April 2019
IMCA Marine Renewable Energy Seminar	Amsterdam, NL	25 September 2019
Annual Award H&S dinner (RUK in partnership with G+ and SafetyOn)	London, UK	Sept 2019
AWEA Offshore WINDPOWER Conference and Exhibition 2019	Boston, USA	22/23 October 2019
G+ Safe by Design Workshop	tbc	Nov 2019
WindEurope Offshore 2019	Copenhagen, Denmark	26-28 Nov 2019

7. AOTB

None

T Lyon thanked members for their attendance. The next meeting is scheduled as a F2F meeting on 13 March 2019. BH was tasked to issue an outlook invite.

Action: BH

The following dates were agreed for meetings in 2019 and invitations will be sent via outlook calendar.

- 13 March 2019, London
- 05 June 2019, Copenhagen
- 04 September 2019 (incl. Planning for 2020)
- 20 November 2019

Action: BH