

Item		Action
1.	<p>Welcome and Introduction</p> <p>Michael Avril, chair of Water Safety Scotland, welcomed everyone to the 10th Water Safety Scotland meeting and thanked everyone for their efforts in attending.</p> <p>MA thanked Roddie Macinnes and Aberdeenshire council for hosting the meeting.</p> <p>A safety briefing was given and round table introductions were made. Tim Doran, of RNLI, noted that he would be leaving his current post. MA thanked him for his contribution to WSS.</p> <p>MA mentioned that it would be appreciated for organisations to put themselves forward to host future meetings. Please inform the secretariat if you can host a future meeting.</p> <p>In Attendance: Carlene McAvoy , RoSPA Elizabeth Lumsden , RoSPA Jane Campbell Morrison , AALS Kenny MacDermid , RLSS UK Roddy Macinnes , Aberdeenshire Council Dean Cowper, Scottish Government Brian Findlay, RLSS UK Tim Doran, RNLI Jennifer Gracie, Samaritans Michael Avril, RNLI Cheryl Smith, Aberdeenshire Council</p>	
	<p>Apologies Becs Miller, RNLI Frank Creighton, Western Isles Council Ian Hanley , Inverclyde Council John Reid , Highlands Council Stuart Stevens , SFRS Iain MacKinnon , Argyll and Bute Council Norman Paterson , Scottish Water David Birrell, Volunteer Helen Miller , N. Ayrshire Council Jim Fraser, Scottish Borders</p>	

	Liza Linton, RYA Jayne Smith, Scottish Swimming	
2	<p>Brief from the Chair</p> <ul style="list-style-type: none"> • MA asked Kenny MacDermid to give a brief update on the success of the Fife Project. KM noted that the Fife Project won the SCSN people's choice award. He mentioned that there was a £2000 cash reward that would go back into the project. Discussions are still taking place on how this money will be spent. One suggestion is for a Scottish voiceover in the project materials. • MA noted that the strategy subgroup had started the response to the NWSF's UK Drowning Prevention Strategy. • A suicide subgroup has now been created in which WSS will help support other organisations to help prevent suicide. If you are interested in joining this subgroup, or any other subgroup, please inform the secretariat. • MA was pleased to announce his new job role with RNLI. This will allow him to continue as the Chair of Water Safety Scotland. He noted that RNLI are currently going through a number of changes in terms of its management structure in order to create a more consistent approach to managing the coast. • From the start of 2016 until now, there have been provisionally 40 drowning fatalities in Scotland. MA highlighted the need for our work as WSS to continue. • KM brought up a recent case in the news of a fatality. There was discussion over the collection and analysis of data in cases where a body is discovered years after they went missing. 	
3	<p>Secretary Report</p> <ul style="list-style-type: none"> • A new three year analysis of WAID data has been released for Scotland. The report can be accessed here. • The updated website was launched on the 5th December 2016. Thank you to all who have shared or used social media to help. If you have not already done so, please share the website. If you have any questions or concerns, please contact the secretariat. • The Situational Analysis of WSS can be found on the WSS website here. • RoSPA, in conjunction with Water Safety Scotland, will be organising a conference to launch the draft response of the drowning prevention strategy. The event will take place at the Scottish Story Telling Centre in Edinburgh and will be a full day event. The draft programme can be 	ALL

	<p>found here. WSS members will be given two places each initially. Please send your 2 invites to cmcavoy@rospa.com by Thursday 12th January.</p> <ul style="list-style-type: none"> The full secretary report can be downloaded here from the WSS website. 	ALL
4	<p>Minutes from Previous Meeting Held on 7th June, 2016</p> <p>A) Accuracy</p> <ul style="list-style-type: none"> There were no amendments highlighted regarding the minutes of the Eighth meeting <p>B) Matters Arising</p> <ul style="list-style-type: none"> There were no matters arising from the meeting. <p>There was no quorum at this meeting and so a vote will take place (via email) to accept the minutes. The minutes were Proposed by Michael Avril and seconded by Elizabeth Lumsden.</p>	
5	<p>7 day action points</p> <p>MA recapped the purpose of the 7 day action points. These action points are pledges to do something to help prevent another drowning fatality. Examples include: talking about water safety at your next staff meeting or emailing your friends to support WSS and drowning prevention campaigns.</p> <p>MA asked all members to pass on their 7 day action points to the secretariat. The collated action points can be found here.</p>	ALL
6	<p>Education subgroup</p> <p>Kenny Macdermid provided an update on the Education subgroup.</p> <ul style="list-style-type: none"> The Fife Project, as previously mentioned, won a recent SCSN award. The group is looking at taking this project forward by revisiting the schools and extending it throughout the area. The Summer Programmes are also being planned in collaboration with RNLI, Scottish Swimming and the Scottish Fire and Rescue Service (SFRS). The details for this will be provided shortly but the venues will include: Falkirk, Glasgow, Musselburgh, Edinburgh and Aberdeen. 	

Water Safety Scotland

Minutes of the 10th Meeting held on the 6th December 2016

Aberdeenshire Council HQ

1100 - 1500

	<ul style="list-style-type: none"> • The strategy response has brought up some issues regarding water Safety Education. Scotland doesn't have any specific data on how many children can swim or what safety education they currently receive. The strategy group suggested that this could be something which WSS pushes forward as a recommendation in the response. • Out with the WSS Education Subgroup, RLSS UK met with Liz Smith, MSP to discuss water safety education in Scotland in comparison to the rest of the UK and how it could be improved. KM suggested that there could be potential for WSS to be involved. • MA asked if more information could be shared on the Summer Programme so that members can understand what happens on the actual day. <p>KM explained that the project is in its third year. Schools come along to two dynamic learning sessions where they learn about water Safety. Each area is different in terms of what they incorporate into the event. For example, Falkirk incorporated litter clean up and also kit demonstrations by the SFRS. Whereas, Musselburgh focused on a CPR workshop.</p> <p>MA asked if any school could apply? KM confirmed this.</p> <ul style="list-style-type: none"> • BF also added that RLSS UK has been working with primary schools in Linlithgow and Penicuik to deliver a broken down version of the Fife Project. He noted that there was good feedback from the young students and schools were keen to do something different. He suggested that the way forward is to analyse what we are trying to achieve and match it with the Curriculum for Excellence. • MA asked on how the Peer Education sessions were going in the Fife Project. <p>More work around this is planned for Spring/Summer next year.</p> <ul style="list-style-type: none"> • There was a discussion on the use of twitter in schools and how this could be a useful way to spread the Fife Project messages. BF pointed out that resourcing, funding , staffing etc should be in place before promoting the project out with Fife. 	
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7	<p>Strategy subgroup</p> <p>Michael Avril gave an update on the Strategy Subgroup.</p> <ul style="list-style-type: none"> • MA explained that WSS is committed to the NWSF's UK drowning Prevention Strategy but that a response was needed in order to better reflect Scotland as well as providing a set of recommendations to further drowning prevention. • The response will focus on a number of different objectives. • Minutes and a planning log from the Strategy meeting can be found here. • RM asked about who would endorse and therefore have responsibility to deliver on the response. <p>Discussion took place over what happened with the NWSF and what would likely happen with WSS's response. It was agreed that the response would be put together, held and implemented by WSS and its partner organisations.</p> <p>A further question was asked by RM on whether the Scottish Government would endorse it.</p> <p>Discussion took place on this. KM pointed out that there is no specific remit on water safety in the Scottish Government, and so potentially, this could be difficult.</p> <p>A question was asked on what area of the Scottish Government could endorse it.</p> <p>DC , of the Scottish Government, noted that Scotland did have a Community Safety Minister (Annabel Ewing) and confirmed the interest and support in WSS by the Scottish Government.</p> <p>KM informed the group of the details of the NWSF launch and how the NWSF lobbied with the Transport Department to endorse it. BF suggested there could be potential to mirror this or look to a different department such as Health.</p> <p>KM noted that he had asked Clare Adamson, MSP and Convenor of the Cross Party Group on accident prevention and safety awareness, to give the forward and endorse the strategy. He also noted Liz Smith, MSP's, interest.</p>	
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	<p>KM also suggested that RLSS were willing to help promote the strategy by providing parliamentary advice should WSS decide to pursue this route.</p> <p>MA, however, pointed out that the strategy would come with a set of recommendations that should answer such questions on endorsement.</p> <ul style="list-style-type: none"> • MA finished his update by asking WSS members to help with the following: <ul style="list-style-type: none"> • Provide us with suitable case studies • Suggestions for recommendations from the draft document (available early 2017) • Join WSS’s subgroups (this can be achieved by getting in touch with the secretariat) • Support and attend the conference on 21st March. 	ALL
8	<p>Suicide subgroup</p> <p>Michael Avril gave an update on the Suicide subgroup through the use of a draft logic model.</p> <ul style="list-style-type: none"> • On average, 29 people per year take their own lives at and around Scottish waters. • Focus will be on “areas of concern”. • The aim of this suicide subgroup will be to assist in the downward trend of people taking their own life. • Possible recommendations for the group to go forward: <ul style="list-style-type: none"> • Scottish Government have increased awareness of WSS and its work in assisting suicide. • Debrief sessions after incidents and lessons learned produced. • Improved accuracy of possible suicides by the emergency services. • mapping out areas of concern. • MA suggested that a multi agency approach would be best to allow this to happen. • Questions were asked on the procedures and controls of the emergency services and what the issues are around reporting. 	

	MA noted that there is no consistent approach and this needed worked on.	
9	<p>Policy Subgroup</p> <p>Carlene McAvoy gave an update on the policy subgroup.</p> <ul style="list-style-type: none"> • This subgroup will be looking at the issue of drowning from a community and local authority perspective. • Research conducted in 2014 prior to the formation of this group showed that although water safety management was ranked highly in among 70% of local authorities, less than half had a policy level commitment. • The aim for the policy group is for local authorities to work together on the issue, share good practice, challenges and success. • Currently RoSPA is in the process of meeting with individual councils to discuss the issues and WSS can help. • One particular council has agreed to become a case study of “good practice” for WSS. The hope is to hold a workshop on the process of setting up a policy and its implementation in practice. • The following outcomes have been established for this subgroup: <ul style="list-style-type: none"> • The prioritisation of the high risk locations • Support and consultation to local authorities and communities • Increased consistency in water safety policies • 50% of local authorities have or are working towards a safety policy 	
	Lunch	
10	<p>Kenny MacDermid gave a presentation on the Don't Drink and Drown Campaign.</p> <ul style="list-style-type: none"> • This campaign focuses on the 18 – 21 year old age group and shares key messages such as “Don't walk home alone”, “Don't enter the water if you have been drinking”. • The group viewed the short video clip that will support the campaign this year. Kenny's full presentation can be accessed here. • Kenny asked the group to share the video with colleagues. • MA asked why Aberdeen was chosen as this year's Scottish launch location. 	ALL

	<p>KM replied that RLSS UK have a good volunteer group in Aberdeen to support the campaign and it was nice to try and get out of the central belt.</p> <ul style="list-style-type: none"> • DC asked if thunderclap was being used this year. KM informed him that it was not being used, but may have a role in the Summer Programme. 	
	<p>CO gas safe campaign</p> <p>Michael Avril gave a presentation on Carbon Monoxide poisoning which has recently being brought up by the Marine Accident Investigation Branch as a hazard on boats.</p> <ul style="list-style-type: none"> • MA gave a presentation from the Gas Safe Charity. The presentation can be accessed here. • Discussion took place over Carbon Monoxide experiences and questions on how we could share this useful information. • Gas safety Website can be accessed here: http://www.gassafecharity.org.uk/ 	
	<p>Review of Session</p> <p>MA thanked everyone for their attendance and asked again if anyone was interested in hosting the next meeting.</p> <p>KM offered to look into Pinkston as a possible venue for the Spring meeting.</p>	<p>ALL</p> <p>KM</p>
12	<p>Date and time of next meeting</p> <p>7th March 2017</p> <ul style="list-style-type: none"> • Future meeting dates for your diary: 6th June 2017 5th September 2017 5th December 2017 • If you would like to host a WSS meeting please email watersafetyscotland@rospa.com 	ALL