

British Parachute Association

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Safety & Training Committee

Minutes of the meeting held on

Thursday 27 July 2017 at 1900

at BPA HQ, Wharf Way, Glen Parva, Leicester LE2 9TF

Present:

Jeff Montgomery	-	Chair STC/STO
Mark Bayada	-	APA
Paul Yeoman	-	BKPC
Matty Holford	-	JSPW(N)
Pete Sizer	-	Skydive Headcorn
Dylan Bartle	-	RAF Weston on the Green
Iain Anderson	-	Skydive St Andrews
Ian Rosenvinge	-	Peterlee
Rob Spour	-	Target Skysports
Stuart Meacock	-	Hinton Skydiving
Dave Emerson	-	Isle of Wight
Dennis Buchanan	-	Skydive North West
Jason Thompson	-	Beccles Skydivers
Mike Rust	-	Skydive Chatteris
Chris McCann	-	Sibson Skydivers
Sara Orton	-	Skydive GB
Ryan Mancey	-	Go Skydive
Richard Wheatley	-	BPS, Langar

Apologies: Andy Clark (new CI at Wild Geese), Jim White, Andy Duncan, Reg Green, Dave Wood, Jay Webster, Brucie Johnson, Alex Busby-Hicks, Mally Richardson, Jason Farrant.

In Attendance:

Tony Butler	-	Chief Operating Officer
John Hitchen	-	Vice Chair STC
Paul Applegate	-	Chair Riggers' Subcommittee/Council
Dr John Carter	-	BPA Medical Adviser
Trudy Kemp	-	Assistant to COO/STC

Observers: Colin Jenkins, Martin Cole, Noel Purcell, Gary Stevens, Bryn Chaffe, Dylan Morris-Roberts.

Declarations of interest

The Chair invited declarations of interest relating to items on the agenda for this meeting. Matty Holford declared his interest in the Display permission (item 8(ii) refers).

ITEM MINUTE

1. MINUTES OF THE STC MEETING OF 1 JUNE 2017

It was proposed by Mark Bayada and seconded by Dylan Bartle that the Minutes of the STC Meeting of 1 June 2017 be accepted as a true record.

Carried Unanimously

2. MATTERS ARISING FROM THE STC MEETING OF 1 JUNE 2017

Page 1, Item 2 – (Matters Arising - Working Group – Medicals). This was a main agenda item.

Page 2, Item 2 – (Matters Arising – Defence Safety Authority Recommendations to BPA). The Chair reported that the Working Group report would be presented to the next STC meeting.

Page 2, Item 4 – (Fatality – Black Knights). The Chair stated that it was also expected that the Panel of Inquiry Report would be presented to the next STC meeting.

Page 5, Item 6 – (Proposed Amendments to the BPA Operations Manual). The Chair reported that at the BPA Council meeting of the 13 June 2017, item 13, **13.2** *“To discuss and ratify the minutes of the STC meeting held on Thursday 1 June 2017”*, BPA Council as Board of Directors, made reference to the minutes of the STC meeting, page 5, item 6, *“Proposed Amendments to the BPA Operations Manual”*. The change to the Operations Manual regarded the requirements for renewal of various ratings / qualifications.

The suggestion by those present at the STC meeting was that all instructor, pilot and coach ratings / qualifications would be renewed annually from the 1 of April each year and would be signed off by Chief Instructors only (except Balloon Pilots). It was also agreed that Advanced Packer qualifications would be signed annually by a Chief Instructor or a minimum of an Advanced Rigger. All Rigger rating renewals requirements would be unchanged.

The Chair stated that at the same meeting, STC were informed that the Riggers’ Sub-committee had been asked to produce a draft set of guidelines which would help Advanced Riggers or Chief Instructors make a more informed decision when renewing Advanced Packer qualifications.

Nick Bunting, who is one of two new BPA independent non-executive directors (INED), who work with our 10 elected non-executive directors, and together comprise the 12 voting seats on BPA Council, noted that there were a number of references to the need for those who were in the position of signing off ratings of another member for renewal to *‘be satisfied’* of their currency. He asked what standard or specification was applied to define currency, in order that it could objectively and demonstrably be satisfied.

At the Council meeting, the COO had stated that STC had considered this on a number of occasions, and it had been difficult to set out an objective specification as there were a number of aspects to currency, and variations between different ratings, including ratings for different disciplines, needed to be taken into account.

Council have therefore asked the Chair of STC, to refer the matter back to STC with a recommendation for STC, to consider establishing a working group to draft an appropriate specification/s, and for STC to report back to Council.

As the COO stated at the Council meeting, any specifications should take in to account all aspects of currency and any variations between different instructional ratings and to include coach ratings for different disciplines.

The Chair stated that the role of INEDs is to bring a fresh pair of expert eyes to the organisation - not experts in our sport, but in other areas such as sports governance

It was therefore proposed by Matty Holford and seconded by Pete Sizer that a Working Group be established to draft appropriate specification/s for the renewal of instructor and coaching ratings.

Carried Unanimously

The Chair asked for volunteers to be part of the Working Group, and anyone interested was asked to contact him via HQ.

Mike Rust referred to Instructor rating renewals and to the fact that a CI would require their instructor rating(s) countersigned for renewal by another CI other than him/herself, and raised the question of how did another CI determine the currency of another CI?

Mike Rust stated that he felt that the COO or STO may be the ones who were better placed to determine CI currency as they audited the individual PTOs. He suggested that either the COO or STO should be the ones countersigning a CI's Instructor rating renewal rather than a CI.

The COO said that this point had been mentioned previously, but STC had voted at the last meeting that it should be another CI who endorsed the renewal of a CI. The COO also stated that he or the STO may not know how current a CI would be for their various ratings.

Ian Rosenvinge felt that this rule should perhaps be revisited in the future and consideration be given to permitting an independent BPA Instructor Examiner who knew the CI well to endorse their instructor rating(s).

The COO stated that the idea had been to simplify the system because of the introduction of online renewal of ratings by only having the one person to sign off ratings. He also stated that in the past CI's Instructor ratings had been required to be endorsed by an independent Examiner other than themselves.

Ian Rosenvinge said that he may look at proposing something for a future meeting for consideration.

3. RIGGERS' SUBCOMMITTEE MEETING OF 1 JUNE 2017

Paul Applegate (Chair, Riggers' Subcommittee) stated that he had nothing to report from the previous meeting.

It was therefore proposed by Pete Sizer and seconded by Richard Wheatley that the Minutes of the Riggers' Subcommittee meeting of 1 June 2017 be accepted.

Carried Unanimously

Paul Applegate reported on the meeting held this afternoon (1 June) and stated that the Riggers' Subcommittee had discussed information from UPT that HQ had recently brought to their attention. The information dated 1 June 2016 concerned the mandatory re-certification of Vector Tandem Reserve canopies.

Paul Applegate reported that the Riggers' Subcommittee had agreed that for any Vector Tandem reserve canopies that may be affected by the requirements on the notice, were now grounded and are not to be used until they have been returned from the manufacturer with a re-certification instruction.

4. INCIDENT/INJURY REPORTS – RÉSUMÉ

- i) There had been 5 Student Injury reports received since the last STC meeting. 4 males and 1 female. All were landing injuries.
- ii) Since the last meeting there had been 12 Injury reports received for 'A' Licence parachutists or above. 8 males and 4 females. 6 were on exit or on deployment, 2 were jumpers striking other jumpers on landing. The rest were on landing. All were minor, except one low turn which resulted in a severe injury.
- iii) There had been 5 Student Malfunction/Deployment Problem reports received since the last meeting. 4 males and 1 female. One involved a first-jump static line Student who experienced a 'hang-up'.

Upon exit the Student was seen to roll to her left, turning 180 degrees in the slipstream towards rear. The initial deployment sequence, lifting of the static line bag and line deployment was normal. No entanglement with the jumper took place.

As the lines reached the last stows, the deployment sequence stopped and the student was in tow with the aircraft. The student recognized she had a hang-up and placed her hands on her head. The instructor could clearly see the static line wrapped around the deployment bag. He cut the static line as soon as possible to reduce the risk of the student deploying their reserve whilst attached to the aircraft.

As soon as the instructor cut the static line the main continued its normal deployment. The whole process from exit to full canopy took less than 10 seconds. The student completed a routine canopy descent and landed on the PLA.

The reason for the hang-up is not known, but it may have been caused by overtight line stowage causing the bag to tip onto its end and rotate which could be a factor. A light student resulting in less line tension. The student turning in the slipstream could also be a small factor.

This incident had been discussed at the Riggers' Subcommittee this afternoon. The CI of the PTO concerned was also present and was able to provide further details to STC. He stated that he had considered various scenarios of how the incident could have happened and had tried to replicate the incident on the ground.

There followed a considerable discussion during which it highlighted the need to review SMS drills for a static line hang up type incident.

The Chair reported that a new CSI Manual was being drafted within which could be included details of dealing with a static line hang up, and reference could be made on future Instructor Courses.

In the meantime, all CIs were asked to review their procedures in relation to static line hang up incidents in relation to their own operation, which included equipment / aircraft etc.

- iv) There had been 34 Malfunction/Deployment Problem reports received for 'A' Licence parachutists or above. 26 males and 8 females.
- v) Since the last STC there had been 15 Tandem Injury reports received. 8 males and 7 females. These included 3 to Tandem Instructors. The majority being minor.
- vi) There had been 15 Tandem Malfunction/Deployment Problem reports received, including an incident where it was noticed in the aircraft that an AAD on a Tandem rig was switched off. The Tandem pair landed with the aircraft. The AAD has been returned to the manufacturer for checking.

The CI of the PTO concerned is awaiting a written report from Airtec, and in the meantime, he was also conducting his own further investigations into this incident.

- vii) A report had been received of an AAD firing on a display. The AAD fired at approximately 400ft. Became a down-plane. The jumper cut the main away and landed without further incident. It appears the AAD had been set on Student mode.
- viii) There had been 21 'off landings' reports received since the last meeting.
- ix) Five reports were received of items coming off jumpers on exit or in free fall. 3 helmets, a trainer and a camera.
- x) 5 reports had been received involving aircraft. The first was a wheel strut boot which the jumpmaster noticed was hanging off shortly after take-off. The load was dispatched and the aircraft landed without incident. The problem was later repaired. The second report was for an aircraft infringement. A Piper Navajo over flew a PLA. The third was where a reserve handle got caught by another jumper's hook knife and the reserve deployed. The aircraft landed without further incident. The fourth concerned a Cessna 208 where a parachutist restraint was found to be detached because the jaw attachment had been jammed open. The last report was of broken window rear of the door on an Airvan. This was likely to have been caused by a parachutist climbing out.

5. MEDICAL WORKING GROUP

The Chair reported that as stated at the April STC meeting, the Working Group's next proposal would be Medicals for all instructors.

A proposal from the Working Group had been circulated with the Agenda, together with a draft Medical Certificate. This Certificate was two pages and was required to be signed by an AME. However, three letters of protest had been received, from Brian Dyas, Scotty Milne and Dave Howerski, which had been circulated last week with the Additions to the Agenda together with a second Draft Medical Certificate, which could be signed by a GP. This Certificate was approximately 8 pages long. There had also been 6 other letters/e-mails received from John Horne, Dean Fisher, John Hillam, Brian Shaw, Helen Shaw and Dennis Buchanan.

The Chair allowed time for CIs to read the various correspondence. After which, he reported that there was a minor mistake in the first (two page) form sent out; side one states Form 116A and side two states 115X – both sides should be 116A.

Mark Bayada (Working Group Chair) reported that as part of the Working Group's move towards all jumpers' medical requirements being based on their own medical condition and not simply their age, the next stage is to ensure that all instructors are medically fit enough to carry out all their duties. He stated that due to the responsibility held by an instructor and the increasingly litigious world we operate in, the Working Group had concluded that a self-declaration no longer offers an adequate level of protection for the student, instructor or the BPA and that all instructors should hold a medical certificate.

As Chair of the Working Group and taking on board the various feed-back, Mark Bayada therefore recommended that from 1 April 2018, all solo instructors, who do not already hold a valid Tandem Instructor Medical Certificate, will require a Solo Parachute Instructor Medical Certificate (BPA Form 116A). This was the longer Certificate that had been circulated with the Additions to the Agenda and can be signed by the Instructor's GP or by an AME.

The COO reported that currently there were 483 members who hold either a Tandem, AFF or CSI rating (excluding Ground instructors). 159 of those did not hold a Tandem rating and would therefore require a medical under the new arrangements process. 324 already hold a medical signed by an AME.

Ian Rosenvinge stated that whilst he was in favour of the initiative behind the proposal, he felt that some GPs may feel that 8 pages of Doctor's notes were too extensive and may deter some of GPs from conducting the medical assessment. He stated that he would like to see a shorter version of the notes with the Medical Certificate kept separate, even if this resulted in the proposal being deferred until the next meeting.

Dr John Carter stated that the longer notes contained additional information not included in the simplified notes in the 2-page AME medical and provided GPs with the information they required to carry out a medical assessment and to help to reduce the need to contact the Medical Advisor or BPA.

Mark Bayada stated that he would like to get the proposed Instructor medical in the field, which would allow any feedback to be monitored and the form amended if it was felt necessary. This is what had happened with the introduction of the other new medicals.

Discussion then took place regarding validity of the Instructor Medical:

- For those Instructors who were already in possession of a Doctor's Certificate (BPA Form 114) this would remain valid until the expiry date of that certificate.
- It was also clarified that the Instructor Medical Certificate would be required by potential candidates who were considering attending a Basic Instructor Course. The COO stated that the Operations Manual would be amended to include the requirement.

Following further consideration, Ian Rosenvinge tabled a counter proposal, seconded by Iain Anderson, that the layout of the proposed Solo Parachute Instructor Medical Certificate be changed so that there was a clear separation between the form to be signed and the notes.

For: 2

Against: 14

Abstentions: 1

Not Carried

Following further consideration, it was proposed by Mark Bayada and seconded by Rob Spour that from the from 1 April 2018, all solo instructors, who do not already hold a valid Tandem Instructor Medical Certificate, will require a Solo Parachute Instructor Medical Certificate (BPA Form 116A) and that the BPA Operations Manual be amended accordingly.

For: 12 (incl 1 x proxy) Against: 4 (by proxy) Abstentions: 6

Carried

Mark Bayada stated that the Working Group is still looking at the requirements for ground based officials that carry out safety critical roles to also hold a medical certificate specific to those roles, and will report its findings with possible recommendations when complete.

6. INSTRUCTOR COURSES

i) AFF/Tandem/Pre-Advanced Instructor Assessment Course

The Association wished to thank Sibson Skydivers for hosting the Course, which took place between the 19 – 21 June. The Course report had been circulated with the agenda for information.

ii) AFF/Tandem/Pre-Advanced Instructor Assessment Course

The Association also wished to thank Skydive Langar for hosting the Course, which took place between the 3 – 7 July. The Course report had been circulated with agenda for information.

7. PERMISSIONS

i) An e-mail from Ian Rosenvinge had been circulated with the agenda requesting an extension to the CSBI rating of Matt Starmer, until the end of November, to enable him to attend the CSI course at Hibaldstow.

Ian had stated that Matt had been jumping at Peterlee for the last few months, after taking up a new career appointment in the North East. Matt had previously been sponsored through to his CSBI rating with Skydive North West at Cark. Ian stated that he felt it would be logical for Matt to be able to continue his CSBI probationary period at Peterlee. Matt's CSBI rating was due to run expire at the end of August 2017.

It was proposed by Ian Rosenvinge and seconded by Dennis Buchanan that the above be accepted.

Carried Unanimously

ii) A letter had been circulated with the Agenda from Frank Millerick, Team Leader for the Tigers Freefall Parachute Display Team, requesting a dispensation of the Operations Manual 50-metre rule; Section 13 (Displays) Paragraph; 3.2.2. for a display at Brighton & Hove Sea Front on 5 August 2017. Frank had stated that the PLA has a minimum width of 41.4 metres x a Length of 160 metres, equaling 6,624 m². An aerial photo had also been supplied with the proposal. It was requested that the proposal be accepted with the following control measures:

- a. BPA C Licence 500 jumps.
- b. Minimum of 30 Displays.
- c. Completed a full team training.
- d. Max10 knots of wind from the North and South across the PLA.
- e. No CRW Landings.

Following consideration, it was proposed by Pete Sizer and seconded by Iain Anderson the above request together with the above stated conditions be accepted.

Carried Unanimously

8. **A.O.B**

- i) A request from Pete Sizer had been circulated with the agenda requesting that members of Rescue Global be permitted to jump at Headcorn using the Paratec TW9 system and SG7 bundle after reaching BPA 'C' Licence. Pete had stated that currently they are restricted to jumping the equipment in "clean" fatigue and are not yet permitted to jump with bundles.

The Chair reported that further supporting paperwork regarding this request, including details of the bundles to be used, emergency procedures, risk assessments, skills record and training timeline, had been circulated with the Additions to the STC Agenda.

Pete Sizer had requested that the members of Rescue Global be permitted to jump with bundles under the following provisos:

All briefings will be authorised by the Chief Instructor (Pete Sizer) and may be assisted by an Instructor Examiner (Bryn Chaffe) and experienced military bundle jumper (Colby Howard).

Action Plan:

- Risk assessments for all 3 scenarios (clean, weight, SG7)
- Specific bundle jumping brief (CI, IE & Military adviser)
- Specific emergency procedure drills practised daily Personal training records in addition to log book
- Wind tunnel training with bundle attached
- Minimum of 20 jumps per progression milestone (Clean, weight, bundle)
- Thorough brief/debrief every jump

Pete Sizer gave the meeting further details of his request. He stated that the Rescue Global Team have to date made 57 descents on the TW9, and a further 206 descents on similar systems.

Bryn Chaffe, who had been involved with Rescue Global and had jumped the system, also provided further information and was able to answer any questions from those present.

The COO expressed some concern over the bundles possibly causing damage/injury if jettisoned over Headcorn and the possible Insurance implications. He stated that in his opinion that Rescue Global should be required to provide their own insurance because of the risks involved.

A number of CIs present also questioned the risks involved, and some concern was expressed regarding the qualifications of the jumpmaster dispatching the Rescue Global team, and it was felt that consideration should be given to having an audit trail in place of how they train their jumpmasters.

There was also concern regarding the weight of the bundle and whether there should be a weight limit placed on the bundle. There were also several observations about the suitability of the planned landing area (PLA), particularly if the bundle needed to be cut away.

Pete Sizer stated that he would take on board the observations and points made by the Committee.

Following further consideration, it was proposed by Pete Sizer and seconded by Jason Thompson that members of Global Rescue only be permitted at this stage to jump with the smaller bundles (20 kilos max, that cannot be cutaway) and once the above concerns have been addressed, they come back to STC with a further proposal.

For 15

Against: 0

Abstentions: 2

Carried

- ii) A request had been circulated with the Additions to the STC Agenda, from Matty Holford, requesting permission for the Black Knights Display Team to carry out a display into Wellington Park, Woolwich Arsenal, which is outside of the 'C' Licence requirements for a display. The intended jumpers would be Matty (4,532 jumps - 100 displays) and Han Donner (2,300 jumps - 85 displays). Details of the PLA were also included with the request. The following restrictions would also apply: 15 knots crosswind limit in the arena and no flags with suspended weight bags.

A number of CIs present expressed concern that some areas of the proposed landing area looked on the small side. However, Matty Holford confirmed that this was not the main landing area.

Following consideration, it was proposed by Matty Holford and seconded by Chris McCann that the above request be accepted.

For: 16

AMENDMENTS TO BPA OPERATIONS MANUAL

At the STC meeting of 27 July 2017 the following amendment was made to the BPA Operations Manual:

SECTION 4 (INSTRUCTORS), PARAGRAPH 1 (CATEGORY SYSTEM BASIC INSTRUCTOR), new sub-para 1.1.4. to read:

1.1.4. Holds a current 'Solo Parachute Instructor Medical Certificate/Doctor's Certificate'. (BPA Form 116A).

Note: Previous sub-paras 1.1.4 – 1.1.8. now become 1.1.5. – 1.1.9.

SECTION 4 (INSTRUCTORS), PARAGRAPH 3 (ACCELERATED FREE FALL BASIC INSTRUCTOR), new sub-para 3.1.4. to read:

3.1.4. Holds a current 'Solo Parachute Instructor Medical Certificate/Doctor's Certificate'. (BPA Form 116A).

Note: Previous sub-paras 3.1.4 – 3.1.8. now become 3.1.5. – 3.1.9.

SECTION 11 (MEDICAL), PARAGRAPH 1 (MEDICAL REQUIREMENTS TO PARACHUTE), new sub-para 1.1.8. to read:

1.1.8. **Form 116A. Solo Parachute Instructor Medical Certificate/Doctor's Certificate** is for all instructors, excluding Tandem Basic Instructors/Tandem Instructors and Ground Instructors.

NOTE: Solo Instructors (excluding Tandem Basic Instructors/Tandem Instructors and Ground Instructors), including candidates attending CSBI and AFFBI courses, may use the above new medicals immediately. However, they do not become mandatory until the 1st April 2018.

Instructors who currently hold Doctor's Certificates do not require the above certificates until their current certificates expires.