

**Salcombe Harbour Board – 14 January 2008****PORT MARINE SAFETY CODE****Report of Head of Service Salcombe Harbour****Statutory Powers: Pier and Harbour Order (Salcombe) Confirmation Act 1954**

**Financial Implications:** None in the preparation of this report other than officer time although there will be financial implications for the delivery of harbour safety improvements.

**Purpose**

To appraise Members on Salcombe Harbour Authorities' compliance with the Port Marine Safety Code.

Compliance with the Port Marine Safety Code is required to ensure Salcombe is a safe and efficient harbour which ultimately supports South Hams objectives of good jobs (CP2), retention of the district's character (CP3) a clean district (CP4) and value for money (CP6).

**Recommendations**

**That the Harbour Board RESOLVES to note the report.**

**Background**

1. The Port Marine Safety Code (PMSC) was published in March 2000 by Department of Environment, Transport and Regions (DETR) Ports Division. Its aim was to establish an agreed national standard for port marine safety and a measure by which harbour authorities can be held accountable for the legal powers and duties which they have to run harbours safely.
2. To audit Salcombe's compliance and advise on any changes, developments and safety issues, the Harbour Authority has appointed an independent designated person who reported in December 2007 that, in their opinion there is in place a safety management system which, if maintained actively, complies with the requirements of the PMSC.
3. This report summarises the observations, recommendations and advice of the independent designated person's annual review of the Harbour's safety management system on 1 November 2007. Many of the items raised have already been addressed, some are simply statement of fact, others will require analysis and assessment and if accepted, incorporation into the Strategic Business Plan.

## Questions posed and comments of the Independent Designated Person

### 4. Have there been any significant changes in the activities in the Harbour?

There are some gradual trends:

- There is a gradual increase in the size of yachts.
- The small boats are getting more powerful engines.
- The number of visiting yachts is falling.

Scallop ranching will be trialled, 2008 to 2011, with divers complying with HSE regulations.

There were no fatalities or major accidents in the harbour in the past year.

### 5. Changes in organisation, staffing or controls?

The organisation set up in 2006, with three Assistant Harbour Masters, has proved to be a success.

There has been a new Chairman of the Harbour Board, with changes in Committee membership, set out in the updated Safety Management System recording PMSC compliance. Board Members attended PMSC training with Carrick District Council in June 2007.

The issue of prejudicial interest is hampering some Board Members having a full input on issues where they have a financial interest. This is governed by the "Members Code of Conduct".

### 6. Are there any new concerns that have been raised?

- Boats Speed
- Crime and antisocial behaviour
- Value for money

The accident on 4 March 2007, when two drunken fishermen returning to their boat collided with a mooring buoy and one was thrown into the water, raised the question of how to promote the good practices of Don't Booze and Cruise and Wear Lifejacket on Tenders – certainly after dark.

### 7. What changes in standards expected or in legislation?

It has been proposed that a law will be passed next year enacting, with certain exceptions, the same alcohol limits and alcohol testing regime that now apply to professional mariners to non-professionals. This will be welcomed by the Marine Accident Investigation Branch and by most harbour authorities.

Ship Reporting, Consolidated European Reporting System [CERS] will only apply to ships too large to visit Salcombe.

8. Review and where necessary revise each risk assessment.

All the risk assessments were reviewed, amended where necessary and signed off in December 2007 by the Harbour Master.

Specifically, the risks to a boatman working alone on a winter weekend have been addressed. A written procedure supports the rules

- Don't go afloat if the weather is unsuitable
- Don't try to carry out a task if it is not safe to do it alone
- Never be afloat alone after dark

9. Are any additional risk assessments needed?

Site-specific fire risk assessments have been completed.

A risk assessment for Water Taxi operations has been incorporated.

COSHH assessments have been reviewed and recorded in a revised format.

10. Review and record of implementation of each of the risk controls listed.

There has been a detailed review of control measures and a sample test of controls and procedures successfully completed.

11. Remove ineffective or introduce new controls?

None identified.

12. Are the "customers" requirements being satisfied?

- Continuing Consultation Process

Four groups are recognised as 'Harbour Community Fora' and constitute the formal consultation mechanism for the Harbour Board, The Salcombe Kingsbridge Estuary Association, the Salcombe Kingsbridge Estuary Conservation Forum, the Salcombe Kingsbridge Estuary Boat Club and the South Devon and Channel Shell Fishermen. Amongst the topics on which their views were sought this year were,

- The Strategic Business Plan.
- Mooring policy.
- Whitestrand berthing.
- Racing Dinghy free fairway operation.

- "Opinion Meter" Survey of Harbour Users

This simple test of opinion confirmed concern for speeding, crime and antisocial behaviour. Encouragingly, 80% of poll considered Salcombe to be a safe harbour.

- Records of Complaints.  
Includes the delays in the taxi service at peak times – difficult to resolve.
- Performance Indicators.  
An initial set of indicators has been drawn up and have been in use throughout this year, they will be reviewed for effectiveness and usefulness in April 08.

13. Where actions were identified last year to bring the risks to as low as reasonably practical (ALARP), have they been completed?

- a. Congestion and safety at the overcrowded Whitestrand and Normandy pontoons has been greatly improved with a regime of
  - Reduced numbers of craft berthing behind Whitestraand Pontoon
  - Charges for berthing
  - Seasonal attendant
  - Pontoon obtained for overflow
- b. The Harbour workshops have been reviewed by the Council's safety advisors to see that they comply with the Provision and Use of Work Equipment Regulations (PUWER).
- c. Harbour Emergency Plan has been reviewed, a summary paper drawn up, made available to staff in hard copy and on Harbour computer, briefed and shared with emergency services. There is now a file which includes:
  - Initial Response
  - Search and Rescue
  - Mud Rescue
  - Salcombe Harbour Fire Plan,
  - Devon Fire and Rescue Service "pre- attack plan", which includes a specific fire plan for MV Egremont
  - The Oil Spill Response Plan (OPRC)
  - Emergency phone numbers
  - Council's emergency plan.

There is also Devon County's Salcombe Kingsbridge Estuary (Pollution) Plan.
- d. Decision made not to move the Scoble transit lights.
- e. Normandy Pontoon has been re-piled, following the discovery of advanced accelerated low water corrosion.
- f. Residents' pontoon piling: Work started in October. Pontoons to be commissioned by March 2008.
- g. Council activities offered to the private sector where appropriate, such as has been done with the management of South Sands beach and the night security patrol service.
- h. Notices to Mariners now published by group e-mail.

- i. The Yacht Club now requires adequate personal buoyancy to be worn by all competitors, except those sailing yawls.
- j. Fairway modified for clarity and improved flow from Batson.

14. Policy of continuous improvement:

- a. Reduction of the speed limit from 8 to 6 knots is being considered.
- b. Further improve slipway safety with a floating pontoon and gangway alongside the Batson slipway.
- c. Dredging of Batson Creek, after commissioning a survey and working round the difficulties of disposal of the waste.
- d. Consider warning boat owners that they should run out any water that might have lain in a hose in hot weather.
- e. When the Egremont returns from its refit in 2008/09 conduct a training exercise to test emergency plan reviewed in spring 2007.
- f. Review buoyage at harbour entrance.
- g. Remind the Council's Property Services department of the need for a barrier to safeguard the public from falls off the quay and onto the slipway outside the Harbour Office.
- h. Use the Asset Management Group to plan the maintenance of slipways and landings. The principles of income, administration cost, funding and investment need to be re-examined.
- i. Draft a set of specific procedures for activities with significant risks.
- j. Ensure that staff receive annual checks of the safety and usage of their personal protective equipment.
- k. Continue to press the Yacht Club to require adequate personal buoyancy to be worn by all competitors, including those sailing yawls.
- l. Improve information for Control of Substances Hazardous to Health.
- m. Obtain "Leading Lights" accreditation for compliance with Municipal Ports Review.
- n. Back up the invaluable Training Records with a file describing (with course notes?) the training given. Add to training manual handling, working at height and use of personal protective equipment.

## Value for Money

5. Delivering Value for Money is one of the Harbour Board's Core Principals and the maintenance of a safe harbour is fundamental to this.

## Risk Assessment

Opportunity	Issues / Obstacles	Benefits
Compliance with the Port Marine Safety Code is Audited by an independent designated person.	Without an independent audit, Salcombe could fail to recognise and implement changes in legislation that affect small leisure ports.	Compliance with the Port Marine Safety Code will provide a safe foundation for the delivery of a safe, effective and efficient service to harbour users. The use of an independent designated person allows Salcombe's performance to be bench marked against other ports and meets the requirements of the DfT.

## Conclusion

6. Salcombe Harbours is currently compliant with the requirements of the PMSC. Maintaining a safe harbour, operating an effective safety management system and ultimately compliance with the PMSC is essential if Salcombe Harbour is to continue to be a safe place for harbour users to enjoy and work from. Continuing to satisfy the requirements of the PMSC requires constant work and attention from all Harbour Authority personnel and stakeholders.

Ian Gibson  
Head of Service Salcombe Harbour

Salcombe Harbour Board  
14 January 2008

## Background Documents:

Salcombe Harbour Board Safety Management System Issue No 6 dated December 2007.