

## HARBOUR BOARD MEETING: 16<sup>th</sup> November 2021

### Quarterly Designated Person Port Marine Safety Code Audit Report – Ilfracombe & Lynmouth Harbours

**Ilfracombe - 12<sup>th</sup> Oct 2021-**      **Captain Georgina Carlo-Paat (Harbour Master)**  
**Jon Triggs, (Designated Person)**  
**Alistair Thomas, (Senior Building Control Surveyor)**  
**Pamela Charles (H&S Adviser)**

**Lynmouth - 12<sup>th</sup> Oct 2021 -**      **Kevin Harris (Town Clerk)**  
**Captain Georgina Carlo-Paat (Harbour Master)**  
**Jon Triggs, (Designated Person)**  
**Alistair Thomas, (Senior Building Control Surveyor)**  
**Pamela Charles (H&S Adviser)**

#### **1. PURPOSE OF REPORT**

- 1.1 To advise Members of the Harbour Board of the outcome of the quarterly audits.
- 1.2 The quarterly audits are carried out to fulfil the responsibility placed upon the Designated Person (DP) to ensure the Marine Safety Management System is working correctly in compliance of the Port Marine Safety Code.

#### **2. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- ILFRACOMBE**

- 2.1 The damaged back plate and fender on the Cove have been realigned.
- 2.2 The damaged waste receptacle has been removed. The Harbour Master advised that the removal of Trade Waste was slightly improved but was still not always being carried out twice a week in accordance with the contract.
- 2.3 The Environment Agency are taking the lead with regards to the removal of the benches and levelling up of the wall along Quay Road as part of the flood defence upgrade, which will also improve the safety of the public using Quay Road.

#### **3. RISK MANAGEMENT- ILFRACOMBE**

- 3.1 An internal audit of the following topics was carried out this quarter with no non conformities or non-compliances being found:
  - (i) Marine Emergency Plan - Oil Spill /Fire Exercise—An emergency exercise was carried out on 1<sup>st</sup> September at Ilfracombe Harbour with crew of The Oldenburg, Devon & Somerset Fire & Rescue Service, Environment Agency, Police, RNLI, and 2P responders. The Marine Emergency Plan worked well, however as a result of the exercise the HM is looking to purchase Harbo Booms, (cartridge based, easily handled) which could be stored on site and deployed in the first instance, whilst waiting arrival of Ambipar with their booms and also some Hi Viz named tabards for HM & DHM.
  - (ii) Legislation, (Acts, Harbour Revision Orders, Byelaws) and Directions
  - (iii) Competency and Training
  - (iv) Duty Holder and DP Function
  - (v) Conservancy (survey, dredging)

- 3.2 The condition of the wall and pointing on Stone Bench has worsened since July and a structural survey to determine the appropriate course of action is now a priority before further damage occurs. Survey to be arranged as soon as possible.
- 3.3 The new composite handrail to be fitted to steps on end of Old Quay Head may now be delayed until year 2022/23, due to budget constraints.
- 3.4 Work is still outstanding on the installation of the remaining two new electrical conduits on Cove.
- 3.5 The crack along East Face is still being monitored, but does not seem to have worsened since July. Surveyor to carry out structural survey at the same time as the survey of Stone Bench.
- 3.6 Full Council 29th September, approval to replace seven fenders along the Cove and provide protection by fitting Polymarine Wearplates to the remaining fenders between the Fuel Berth to the end of the Trawler berths. Work to start before Christmas 2021 for completion by February 2022.
- 3.7 A permit from the Environment Agency is required, but has not yet been applied for by the Harbour Master, for the work to the top rails along the wall on Quay Road and new mooring rings to be installed for visiting boats to use.
- 3.8 The Harbour Master and Deputy Harbour Master are still dealing with a number of health and safety issues involving dangerous activities within the harbour.

#### **4. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- LYNMOUTH**

- 4.1 With regards to the railings to The May Bridge, DCC have responded to the effect that they are looking at a temporary solution to strengthen the parapets to allow the bridge to remain in service and will action this as soon as possible.

#### **5. RISK MANAGEMENT – LYNMOUTH**

- 5.1 An internal audit of the following topics was carried out this quarter with no non conformities or non-compliances:
- (i) Legislation, (Acts, Harbour Revision Orders, Byelaws) and Directions
  - (ii) Competency and Training
  - (iii) Duty Holder and DP Function
  - (iv) Conservancy (survey, dredging)

It should be noted that due to the current status of Lynmouth with no statutory responsibilities, powers or limits of jurisdiction most of the audit matters do not apply.

- 5.2 Causeway survey results were not available due to the equipment being damaged when the survey vessel sank. A remotely operated vehicle drone (ROV) will be deployed to complete the survey. The Town Clerk's recommendation, following legal advice, is that works should be carried out to cap off the damaged causeway and make the surface user friendly for the public.
- 5.3 Remedial works to the lower steps (opposite The Rising Sun) off the slipway down into harbour are still pending.

- 5.4 Remedial works required to the quoins along the top edge of the slip way wall are still pending, although it is noted that their condition had not worsened.
- 5.5 Remedial works required to the pointing along the quoins on the inside wall of the Harbour Arm are still pending, although it is noted that the condition had not worsened.
- 5.6 Installation of additional mooring rings identified as being required is still pending, although at the time of the audit no boats were seen to be moored to any railings.
- 5.7 Repainting of the worn white line at the top of the slipway is still pending, due to the fact that the remarking of the car park has not yet been carried out as expected.

## **6. CONCLUSIONS**

- 6.1 Health and Safety at Ilfracombe Harbour continues to be proactively managed by the Harbour Master. A number of matters have been resolved since the last audit.
- 6.2 Health & Safety at Lynmouth is being proactively managed by the Town Clerk. Some of the remedial works required weather and tide dependant making it difficult to have the opportunity to carry them out
- 6.3 It remains difficult to audit the harbour whilst it is not legal a Statutory Harbour Authority. A legal review has been completed and the recommendations are being considered.

Pamela Charles  
H&S Adviser  
Oct 2021