

## **HARBOUR BOARD MEETING: 7<sup>th</sup> February 2023**

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

**Ilfracombe - 17<sup>th</sup> January 2023** Captain Georgina Carlo-Paat (Harbour Master)  
Jon Triggs (Director of Resources & Deputy Chief Executive)  
Pamela Charles (H&S Adviser)

**Lynmouth - 17<sup>th</sup> January 2023** Captain Georgina Carlo-Paat (Harbour Master)  
Jon Triggs (Director of Resources & Deputy Chief Executive)  
Kevin Harris (Lynton & Lynmouth Town Council, Town Clerk)  
Pamela Charles (H&S Adviser)

**Tara Jenkins (Senior Engineer) was unable to attend due to illness.**

#### **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 A quote of £45k has been obtained by the Senior Engineer for remedial works to be carried out to the building stonework on Stone Bench. A PAG bid for funding has been applied for.
- 2.2 With regards to the vertical crack in the end wall of Old Quay Head, the Senior Engineer has instructed a Surveyor, but no contractor has yet been appointed to carry out the work
- 2.3 All Infrastructure work has been approved using Marine Management Organisation (MMO) funding.
- 2.4 A consultation was held with local residents regarding the Water Sports Centre. The Harbour Master had addressed all the concerns raised.

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

- 3.1 An internal audit of the following topics was carried out this quarter. One non-conformity of applicable aspects as below:
  - (i) Environmental Duty

- (ii) Plans and Reporting, Consensus and Monitoring compliance- Harbour Forum meetings have lapsed since Covid-19 pandemic. Harbour Master will address this issue.
- (iii) Incident Reporting and Investigation
- (iv) Risk Assessment
- (v) Harbour owned/operated craft

- 3.2 New composite handrails still to be fitted along RNLI steps. Work to be carried out after April 2023.
- 3.3 New electrical conduit on the Cove, works should be completed in January 2023. Lighting will be mounted to the top as an additional safety measure for harbour users
- 3.4 Contractor to be appointed to carry out the work on the vertical crack on Old Quay Head.
- 3.5 Work to the top rails along the wall on Quay Road and installation of new mooring rings for visiting boats to use is still outstanding however the MMO funding will cover the cost of these works and items are now on order. The Environment Agency have issued a Permit for the works to be carried out.
- 3.6 As a result of a consultation on Strengthening Enforcement of the Dangerous Use of Recreational and Personal Watercraft, The Merchant Shipping (Watercraft) Order 2023 was before Parliament on 18<sup>th</sup> January 2023. This Order will come into force on 31 March 2023 and provides for certain provisions of the Merchant Shipping Act 1995 and of the Harbours Act 1964 as they apply in relation to ships, to apply, in some cases with modifications, in relation to all watercraft. The Harbour Master has applied for a new Harbour Revision Order which will give the Harbour Authority powers of General Directions, and will include Jet Skis under the definition of "vessels"
- 3.7 The Warp Shed on Stone Bench requires to be maintained by the Council.
- 3.8 ABPmer will provide Duty Holder Training via Microsoft Teams after the 4<sup>th</sup> May Elections. The session will be half a day and will be mandatory for Members but anyone else who would find it useful to attend may do so. The Harbour Master will circulate information once the training date is confirmed.
- 3.9 The 3 yearly external harbour audit is due in 2023 and will be carried out by ABPmer.

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

- 4.1 Remedial work to the quoins along the top edge of the slipway wall has been completed and signed off by the Senior Engineer. The work carried out was not as extensive as anticipated and should make the wall good for many years to come.
- 4.2 The Harbour Master has reviewed the Lynmouth Marine Safety Management System in line with the Ilfracombe Marine Facility. The Town Clerk will check the reviewed document and submit to the Harbour Board for approval.
- 4.3 The new composite rail for the steps has now been fitted.

- 4.4. Western Power have reviewed the electrics within Rhenish Tower and will renew them, with Western Power's authority, the electrics will be renewed and a "safe socket" will be fitted to enable the various groups who wish to light up the tower for various events to do so without the need for them to have access to the inside the tower.

## **5. RISK MANAGEMENT – LYNMOUTH**

- 5.1 An internal audit of the following topics was carried out this quarter, although many do not apply, given the current non-statutory status of the harbour. The Ilfracombe Harbour Master is currently reviewing the Lynmouth Marine Safety Management System and some non compliances will be addressed in the new version.
- (i) Environmental Duty - no Environmental Management Plan,
  - (ii) Plans and Reporting, Consensus and Monitoring compliance –Safety Plan with measurable objectives required.
  - (iii) Incident Reporting and Investigation
  - (iv) Risk Assessment
  - (v) Harbour owned/operated craft
- 5.2 Two mooring balls on the Harbour Arm still require painting white to highlight their positions and prevent trip hazards.
- 5.3 Batteries for the new Aid to Navigation lights and the lights are on order. It is expected that the solar capacity will be good once installed, due to the location. Installation is dependent on when James Electrics can attend the site and if they are authorised to disconnect the existing lights or if Western Power will be required to do so. It is anticipated the work will take 48 hours. A Notice will be issued to Mariners to advise of the works and the Harbour Master will inform the UK Hydrographic Office (UKHO) and Trinity House once the works are completed. Once the new AToNs are installed, these will be signed up to the Providers Aids to Navigation Availability Reporting database, (PANAR) under Ilfracombe, to enable Lynmouth to fulfil the responsibility to maintain records of aids to navigation availability.
- 5.4 There is an issue regarding the movement of the Sea Defence Boulders which need to be returned to position. The Town Clerk has obtained a quote for £600 per day for the re positioning of the boulders and the work is anticipated to take 5- 7 days. The repositioning of the boulders is important for the protection of Rhenish Tower. The Flood Resilience Group will determine who should cover the cost.
- 5.5 The 3 yearly external harbour audit is due in 2023 and will be carried out by ABPmer.

## **6. CONCLUSIONS**

- 6.1 Health and Safety at Ilfracombe Harbour continues to be proactively managed by the Harbour Master, with works on site being completed and no new safety concerns arising at this audit.
- 6.2 The status of Lynmouth Harbour as a Statutory Harbour Authority is still not formal, however health and safety within the area is being proactively managed and good progress has been made.

Pamela Charles  
H&S Adviser  
Jan 2023