

HARBOUR BOARD MEETING: 6th August 2024

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

Ilfracombe - 8th July 2024	Captain Georgina Carlo-Paat (Harbour Master) Jon Triggs (Director of Resources & Deputy Chief Executive) Tara Jenkins (Senior Engineer) Daryl Littlejohns (Environmental Health Manager) Alex Miles (Emergency Planning Officer) Pamela Charles (Contract/Temporary H&S Adviser)
Lynmouth - 8th July 2024	Captain Georgina Carlo-Paat (Harbour Master) Jon Triggs (Director of Resources & Deputy Chief Executive) Kevin Harris (Lynton & Lynmouth Town Council, Town Clerk) Tara Jenkins (Senior Engineer) Daryl Littlejohns (Environmental Health Manager) Alex Miles (Emergency Planning Officer) Pamela Charles (Contract/Temporary - 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 Harbour Master will present a report to this Harbour Board regarding the Constitution for the formation of the Harbour Advisory Committee.
- 2.2 The Harbour Master will present a report to this Harbour Board regarding the Business Plan for Ilfracombe Harbour.
- 2.3 Works to stabilise the Cove cliff face have been completed.
- 2.4 Signage has been installed to indicate no public access beyond the yellow line with regards to edge protection risks on Old Quay Head

3. RISK MANAGEMENT- ILFRACOMBE

- 3.1 An internal audit of the following topics was carried out this quarter; there were no non-conformities or non-compliances
 - (i) Marine Safety Management System
 - (ii) Marine Emergency Plan Emergency Planning (OPRC/Site Emergency)
 - (iii) AtonN & Wrecks

- 3.2 The bulged wall at Stone Bench is continuing to be monitored by the Harbour Master. There has been no further movement of stonework and the catchment netting is working as intended. The Senior Engineer will carry out a thorough check on the wall in October and re-tender if works are required.
- 3.3 An additional set of wording still requires painting along the edge protection line on the Cove side of the Harbour. It is hoped that this work can be carried out soon.
- 3.6 The Harbour Master has chased up and is still waiting for the final report from the Royal Life Saving Society regarding the potential use of the “sea pool” area by members of the public as well as permitted groups. Once the report has been received, it will be referred to Senior Management Team for a decision.

4. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- LYNMOUTH

- 4.1 The work to rectify the trip hazards on the Rhenish Tower walk way have been completed and the walk way has been reopened to the public.
- 4.2 The AtoN that was set to “flashing” mode has been set to “steady” mode.
- 4.3 The algal growth long the edge of the slip way, the Harbour Arm and the steps down from the Harbour Arm has been treated and removed and the removal will be repeated every four to six weeks as necessary.

5. RISK MANAGEMENT – LYNMOUTH

- 5.1 Whilst there is now a Training Policy, the policy requires reviewing/updating to be relevant to the current non Statutory Harbour Authority situation with Lynmouth Harbour and some training of the Town Clerk is still required.
- 5.2 An internal audit of the following topics was carried out this quarter. There were no non-conformities or non-compliances, given that Lynmouth is not currently a Statutory Harbour Authority.
 - (i) Marine Safety Management System
 - (ii) Marine Emergency Plan Emergency Planning (OPRC/Site Emergency)
 - (iii) AtonN & Wrecks
- 5.3 The remedial work to the stone steps (Rising Sun) is still outstanding on the work schedule, as the most appropriate material for the work has not yet been agreed upon.
- 5.4 The Senior Engineer has recently received the report of the Lynmouth Study carried out by Royal HaskoningDHV. Once she has had an opportunity to study the report, a meeting will be set up with the report writers to agree on any action that needs to be taken.
- 5.7 The issue of seawater pouring through the joints between the stones along a stretch of the sea wall, has been raised with Devon County Council Highways Department, however no response has yet been received. The Town Clerk will chase up for a response.

6. CONCLUSIONS

- 6.1 Health and Safety at Ilfracombe Harbour continues to be proactively managed by the Harbour Master. No new risks were identified during this audit although there are some matters which are still ongoing, due to their nature.
- 6.2 The status of Lynmouth Harbour as a Statutory Harbour Authority is still progressing and therefore there are still some aspects of the Port Marine Safety Code which do not apply. No new risks were identified during this audit although there are some matters which are ongoing.

Pamela Charles
Contract/Temporary H&S Adviser
July 2024