

HARBOUR BOARD MEETING: 5th November 2024

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

Ilfracombe – 11th October 2024

Captain Georgina Carlo-Paat (Harbour Master)
Jon Triggs (Director of Resources & Deputy Chief Executive)
Tara Jenkins (Senior Engineer)
Alex Miles (Emergency Planning Officer)
Pamela Charles (Contract/Temporary H&S Adviser)

Lynmouth - 11th October 2024

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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.
- 1.3 Old Quay Head works have been completed and the Senior Engineer will be able to issue a certificate end of November.

2. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- ILFRACOMBE

- 2.1 The Governance Committee held on the 23rd September 2024 agreed to the establishment of a formalised advisory board (the Ilfracombe Harbour Advisory Committee), made up of harbour users, to ensure compliance with the Ilfracombe Harbour Revision Order. The update to delegated powers to the Harbour Board was required in order that it had the power to formally approve appointments to the advisory board.
- 2.2 Grating over steps to First Landing on Pier Head has been replaced with grating of a composite material, other gratings will be replaced to match.

- 2.3 Additional signage added to the steps to First Landing, prohibiting fishing and crabbing.
- 2.4 Mooring bollards have been tested to 10 ton capacity.

3. RISK MANAGEMENT- ILFRACOMBE

- 3.1 An internal audit of the following topics was carried out this quarter; no non-conformities or non-compliances were identified
 - i. Legislation, (Acts, Harbour Revision Orders, Byelaws) and Directions,
 - ii. Conservancy (survey, dredging),
 - iii. Duty Holder and DP (Designated Person) Function,
 - iv. Competency and Training
- 3.2 The bulged wall at Stone Bench is continuing to be monitored by the Harbour Master. There has been further movement and works will be required to address the issue. The Senior Engineer will obtain quotes for the work, likely to be carried in February/March 2025 (weather dependent).
- 3.3 An additional set of wording still requires painting along the edge protection line on the Cove side of the Harbour. Two new cranes will be installed on the Cove side, which will require the white line to be repainted. Wording will be added at this time. Likely to be completed March 2025.
- 3.4 Loose fender noted on Pier Head. Investigation revealed only two brackets on this fender and washers had perished. Investigation of other fenders on pier head noted washers had also perished. Work to be carried out by Teignmouth Maritime Services to rectify matter.
- 3.5 Harbour Master is sourcing new hand rails for the steps down to First Landing, along with some non-corrosive railings. It was discussed at the Harbour Visit on the 11th October whether two or three rails would be required, it was agreed two would be sufficient for safety.
- 3.6 Works to Cove Cliff face have been signed off. As part of a rolling programme of inspections vegetation is to be removed to allow the inspection of bolts and nuts. This will be an annual programme starting across council assets next spring.
- 3.7 Boats out on Pier side on the 22nd October and Cove side 28th October.

4. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- LYNMOUTH

- 4.1 White line has been painted across the edge of the step onto the slipway and across the top of slip way.

4.2 Foreman vacancy has been filled with a “Leading Hand”.

5. RISK MANAGEMENT – LYNMOUTH

5.1 An internal audit of the following topics was carried out this quarter.
One non conformity was identified in relation to the training required by Town Clerk and outside workforce.

- i. Legislation, (Acts, Harbour Revision Orders, Byelaws) and Directions,
- ii. Conservancy (survey, dredging),
- iii. Duty Holder and DP (Designated Person) Function,
- iv. Competency and Training

5.2 With regard to the Lynmouth Study carried out by Royal HaskoningDHV. There has been further significant works, and the Consultant has undertaken additional assessment of wave impact & overtopping and additional analysis of the Causeway. This has led to extra delay, and the Senior Engineer is awaiting the Stage 2 draft of the report.

5.3 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. Designated Person to chase a response.

5.4 There is still evidence of algal growth on Rising Sun steps and the edge of the slip way. Seaweed was also observed on the lower steps of the Harbour Arm this needs to be removed and treated as part of a rolling process and should be repeated every four to six weeks or as necessary.

5.5 Application for CCTV on Rhenish Tower has been accepted by Exmoor national park for changes to a listed structure. No decision received

5.6 Rising Sun steps require remedial work to prevent further deterioration. Harbour Master has obtained quotes for this work. It is hoped these works will be carried out before year end.

5.7 With regard to the damaged stonework on the overflow holes at the top end of the Harbour they will be repaired as part of an Environment Agency Project.

6. CONCLUSIONS

6.1 Health and Safety at Ilfracombe Harbour continues to be proactively managed by the Harbour Master. Some new risks were identified during this audit but all have action plans to resolve.

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.

6.3 Health and Safety at Lynmouth Harbour is the currently managed by the Town Clerk. Some new risks were identified during this audit and an action plan has been agreed to address these. There are some matters which are ongoing and these are being actively followed up.

Alex Miles
Emergency Planning
October 2024