

HARBOUR BOARD MEETING: 13TH AUGUST 2019

Quarterly Designated Person Audit Report - Ilfracombe & Lynmouth Harbours

Ilfracombe- 12th July 2019- Captain Georgina Carlo-Paat (Harbour Master), Jon Triggs, (Designated Person) and Pamela Charles (H&S Adviser)

Lynmouth- 24th July 2019- Kevin Harris, (Town Clerk), Chris Sleep (Mayor), Captain Georgina Carlo-Paat (Harbour Master), Jon Triggs, (Designated Person) and Pamela Charles (H&S Adviser)

Also in attendance: Cllr Rodway and Will Bowden (Harbour Users Group and Lynmouth Sailing Club)

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 ABPmer Safety of Navigation Risk Survey of the Harbour final report was received. The findings were that although the costs would be the same, the risks of siting of the Water Sports Centre at Cove were slightly lower than at Larkstone due to the direction of traffic.
- 2.2 The pedestrian walkway on the working side of the Harbour has been repainted so that the pedestrian path is now clearly defined for users.
- 2.3 The roof to the fuel tank has been painted.
- 2.4 Temporary measures have been taken to deal with the fender damage to fenders on the Cove.
- 2.5 All Port Facility Security measures are in place ready for the Cruise Ships arriving in August.
- 2.6 A risk assessment is now in place for the risk of dead animals washing up in the Harbour.

3. RISK MANAGEMENT- ILFRACOMBE

- 3.1 An audit of the Ilfracombe Harbour Marine Safety Management System found no deficiencies, only some minor amendments, none of which affect the overall operation of the MSMS.

- 3.2 Improvements to CCTV have been approved in principle. A report will be presented to Full Council in Sept 2019.
- 3.3 Inner steps on Old Quay Head- work still to be carried out regarding the new hand rail and highlighting of middle step.
- 3.4 Replacement of dock ladders- Visit to Bristol Port to research types/materials - work still to be carried out.
- 3.5 Isolation of oil tank in compound- work still to be carried out.
- 3.6 Sliding doors to fishermen's huts on Old Quay Head – North Devon Council Estates Service are currently negotiating surrendering part and granting a new lease to tenant. Repairing obligations currently remain with the tenant however the tenant does not believe there to be any repairs required to the doors. If agreeable terms can be reached then NDC will undertake the repairs to a good standard but this is subject to agreement.
- 3.7 Plan to install new electrical conduits on Old Quay Head- ongoing.
- 3.8 Laser scan reports are still to be received by Engineers.

4. ACTIONS COMPLETED FROM PREVIOUS INSPECTIONS- LYNMOUTH

- 4.1 Signage now placed at the top of the slip way advising that this is a working harbour and access is restricted to harbour users.
- 4.2 The worn white line has been re-marked at the top of the slipway, but requires further painting to emphasise the marking.
- 4.3 The worn white paintwork at the edge of the steps up to the slipway has been repainted.
- 4.4 Signage has been placed at the flood wall end of the Harbour Arm advising that the Arm is for emergency use only.
- 4.5 A site meeting has taken place with the Environment Agency (EA) to discuss the type of gate that will be acceptable to install in the flood wall. It is hoped that a suitable agreement has been reached.

5. RISK MANAGEMENT – LYNMOUTH

- 5.1 Documentation for the Harbour is incomplete and currently does not comply with the requirements of the Port Marine Safety Code (PMSC)
There is currently no documented Safety Plan. The Safety Plan is required to show how the standards in the PMSC will be met.
- 5.2 Hand rail not yet fitted to the wall on the left hand side of the slip way.
- 5.3 The hand rail from the bridge steps to the flood wall will be extended to provide a barrier across the low wall on the right hand side of the flood wall.

5.4 During the meeting with the Environment Agency it was discussed that the stone work to the flood area was considered substandard and was already starting to be broken up by the incoming tides. Remedial works will be required by the EA.

5.5 Worn and broken steps down to the internal harbour repairs required-ongoing.

5.6 Work to the Causeway- ongoing.

6. CONCLUSIONS

6.1 Health and Safety at Ilfracombe Harbour is being proactively managed by the Harbour Master. A number of terms identified as health and safety issues have been addressed since the previous audit visit. Some matters are taking longer to resolve and are ongoing.

6.2 Health and Safety at Lynmouth Harbour is being proactively managed by the Town Clerk. A number of items identified as health and safety issues have been addressed since the previous audit visit. Some matters are taking longer to resolve and are ongoing. Documentation requirements needs addressing to ensure compliance with the PMSC.

Pamela Charles
H&S Adviser
July 2019