

Staff Committee

Date **14 December 2015**

Title **Wisbech Port Marine Safety Code – Safety Policy**

1. PURPOSE/SUMMARY

Every harbour authority is accountable for managing marine operations within its jurisdiction safely and efficiently. The Port Marine Safety Code requires that all ports in the United Kingdom should, apply nationally agreed standards for the safety of marine operations. These national standards are represented by the Code itself and its accompanying Guide to Good Practice on Marine Operations.

The responsibility for maintaining safety in ports is governed by marine legislation, such as the Pilotage Act 1987 and Merchant Shipping Act 1995 that are referred to in the Port Marine Safety Code. Land based port work activities come under the requirements of the Health and Safety at Work Act and associated guidance.

Marine safety operations are achieved through the implementation of a safety management system based on a formal risk assessment. The purpose of this assessment is to ensure that all risks within the marine operation are identified and reduced to a level that is tolerable and as low as reasonably practicable.

As part of the Marine Services ongoing review of its safety management system, a draft Safety Policy has now produced specifying the roles, responsibilities and organisational goals for the Port of Wisbech.

2. KEY ISSUES

The Wisbech Port Marine Safety Code – Safety Policy describes how the Council will manage its port operations safely and its commitment to safety.

Within the Policy it details the Organisational Goals and Policy and compliance with the Code. It also sets out the Roles and Responsibilities for compliance with the Code, specifically for the ‘Duty Holder’, ‘Port Management Group’ and ‘Designated Person’.

The Designated Person is an independent external person who audits the safety management system and associated risk assessments on an annual basis.

3.RECOMMENDATION(S)

That Staff Committee:

- Approve the Wisbech Port Marine Safety Code - Safety Policy which has been previously submitted to the Corporate Management Team and Staff Side for comment.

Wards Affected	All
Forward Plan Reference No. (if applicable)	N/A
Portfolio Holder(s)	
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Contact Officer(s)	Gary Garford - Corporate Director Email: garygarford@fenland.gov.uk Tel: 01354 622373 Jamie Hemming – Harbour Master Email: jhemming@fenland.gov.uk Tel: 01945 586704 Sam Anthony - Head of HR & OD Email: santhony@fenland.gov.uk Tel: 01354 622268 David Vincent - Health, Safety & Emergency Planning Manager Email: dvincent@fenland.gov.uk Tel: 01354 622530
Background Paper(s)	N/A

Wisbech Port Marine Safety Code – Safety Policy

ORGANISATIONAL GOALS AND POLICY

Every harbour authority is accountable for managing marine operations within its jurisdiction safely and efficiently. The aim of the Port Marine Safety Code is that all ports in the United Kingdom should, apply nationally agreed standards for the safety of marine operations. These national standards are represented by the Code itself and its accompanying A Guide to Good Practice on Marine Operations.

This aim should be achieved through the implementation of a safety management system based on a formal risk assessment. The purpose of this assessment is to ensure that all risks within the marine operation are identified and reduced to a level that is tolerable and as low as reasonably practicable.

The Port of Wisbech is fully committed to providing a safe environment for any person within our harbour limits. A Safety Management System (SMS) has been formulated in such a way as to embrace all of the concepts and standards of the Port Marine Safety Code. The system has been implemented following a formal risk assessment with the findings of that assessment informing the system which will be reviewed on a regular basis or as external factors and changes in marine operations dictate.

ROLES AND RESPONSIBILITIES

Fenland District Council is dedicated to the continued development of a modern and highly efficient port facility that seeks to provide value to all of its stakeholders. In fulfilling this aim the Council is committed to the maintenance of the appropriate levels of safety and environmental protection in all areas of its operation. It is the belief of the Council that this commitment is best achieved through the implementation of the Port of Wisbech Safety Management System for marine operations.

The Council is committed to:

- the continued development of a culture of safety within all spheres of operation of the Port of Wisbech through formal risk assessment
- complying with and keeping under review existing powers and duties
- the provision of adequate resources to enable the effective operation of the system's safety plan, policies and procedures
- the provision of adequate resources to allow Marine Services to manage commercial operations and to carry out their duties effectively and safely
- the provision of competent people responsible for safety of navigation and high quality training programmes
- the promotion of safety as one of the important responsibilities of all employees

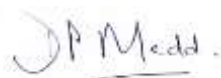
Fenland District Council is the Harbour Authority for the Port of Wisbech, the Corporate Management Team has delegated the Corporate Director responsible for Marine Services as the 'Duty Holder' to undertake this responsibility, as defined in the Port Marine Safety Code.

The Duty Holder is assisted in this role by the Port Management Group. The Group consists of:

- **The Head of Assets and Projects and the Council's Health, Safety & Emergency Planning Manager, who will jointly help the Corporate Director responsible for Marine Services discharge the Duty Holder functions**
- **Along with the Harbour Master and Senior Pilot who will provide the necessary marine related advice and support.**

The role of the 'Designated Person' under the PMSC is carried out by an independent marine auditor (Strategic Marine Services Ltd), with the SMS and Marine Risk Assessment audited every year in line with the recommendations of the PMSC, who reports directly to the Duty Holder.

Signed:



Paul Medd, Chief Executive, 1st December 2015