



DORSET COUNCIL

**DESIGNATED PERSON REPORT TO DORSET COUNCIL
HARBOURS COMMITTEE MARCH 2021**



Report Number: 19UK1555_DP_Mar_21
Issue: 01
Date: 22 February 2021



**International Harbour
Masters Association**



MARINE AND RISK CONSULTANTS LTD

DORSET COUNCIL

DESIGNATED PERSON REPORT TO DORSET COUNCIL HARBOURS COMMITTEE MARCH 2021

Prepared for: Dorset Council
County Hall
Colliton Park
Dorchester
Dorset
DT1 1XJ

Author(s): William Heaps

Checked By: Shirley Barnet

Date	Release	Prepared	Authorised	Notes
22 Feb 2021	Issue 01	WH	AC	For Issue

Marine and Risk Consultants Ltd
Marico Marine
Bramshaw
Lyndhurst
Hampshire
SO43 7JB
United Kingdom

Tel. + 44 (0) 2380 811133

22 February 2021

CONTENTS

1	Introduction	1
2	Designated Person Report	1
2.1	Legal.....	2
2.1.1	National.....	2
2.1.2	Local	2
2.2	Accountability for Marine Safety (Duty Holder and Designated Person)	2
2.2.1	Statement of PMSC Compliance	3
2.3	Consultation	3
2.4	Navigation Risk Assessment	3
2.5	Marine Safety Management System (MSMS)	4
2.6	Emergency Preparedness	4
2.7	Conservancy	4
2.8	Management of Navigation.....	4
2.9	Pilotage.....	4
2.10	Towage	4
2.11	Marine Services	5
2.11.1	Vessel Mooring and Self-mooring.....	5
2.12	Professional Qualifications and Competencies of Marine PERSONNEL.....	5
2.13	Accident Reporting and Investigation	5
3	Overall.....	6

1 INTRODUCTION

On 1 October 2019 Dorset Council appointed Marine and Risk Consultants Limited (Marico Marine) to provide Designated Person (DP) services to the Ports of Lyme Regis, Bridport and Weymouth as required by the Port Marine Safety Code (PMSC) for a three-year contract period.

Mr William Heaps has remained the nominated Designated Person throughout the period.

2 DESIGNATED PERSON REPORT

This report covers activity between March 2020 and February 2021.

The year covered by this report has been dominated by the Covid-19 pandemic and the resulting restrictions on travel and business. For that reason, it has not been possible to undertake any visits to Dorset Harbours in the reporting period. However, both Marico Marine and the Harbour Masters have managed to maintain “business as usual” as far as possible throughout the year.

During March 2020 the DP was expected to attend the Harbours Committee meeting in Dorchester to present the findings of the initial audits of all harbour operations. Unfortunately, that meeting became one of the first victims of Covid related cancellations, and in the event, the audits were not presented to the committee until September. The DP was able to attend that meeting (remotely) and answer questions from members.

While travel has not been an option contact has been maintained remotely using video conferencing, telephone and email. Nevertheless, a physical visit (preferably to undertake a review of progress since the previous audits), will be prioritised as soon as travel becomes feasible once again. In particular, a visit to Lyme Regis to view operations is planned, as the DP has not yet visited this harbour in a professional capacity.

The sections below are set out in the order of the chapter headings in the Guide to Good Practice on Port Operations, and summarise observations related to PMSC compliance.

2.1 LEGAL

2.1.1 National

The “Port Marine Safety Code” published on 3 Nov 18 remains current; and “A Guide to Good Practice on Port Marine Operations” was last updated on 4 Apr 18 (with minor amendments made to the previous edition, chiefly corrections to internet links).

The MCA has not published their annual report on health check trends since Apr 19, although they have stated the intention to recommence these in a refreshed format. As this report often gives useful information regarding common themes to be aware of, the DP will alert officers and members upon publication.

The MCA has recently appointed a new Ports Liaison lead following an extended period during which the post was vacant. While the schedule of Health Checks was maintained by other MCA staff, including regional surveyors, and meetings such as the Port Marine Safety Code Working Group continued, it is hoped that the new postholder will re-invigorate MCA’s support of the Code, and it is anticipated that the Health Check programme may become more effective.

2.1.2 Local

The Weymouth Harbour Revision Order has been approved and is coming into effect at the time of preparing this report. This has resulted in Weymouth having modern and effective local powers, which will be kept under close review as they become embedded in daily operations.

The HRO for Bridport and Lyme Regis remains under preparation and should deliver similar benefits to the two Harbours.

The Marine Safety Management Systems and operational procedures for Weymouth, and in due course Bridport and Lyme Regis, will need to be updated to take into account the new legislation. (Already in hand for Weymouth). It is anticipated that new General Directions will be issued during 2021.

2.2 ACCOUNTABILITY FOR MARINE SAFETY (DUTY HOLDER AND DESIGNATED PERSON)

The DP has been observing reports submitted to the Duty Holder during the year and is pleased to note that they are clear and informative with regard to PMSC compliance matters, allowing the Duty Holder to have confidence that those matters for which they are accountable are being properly discharged. The common reporting format across all harbours is positively noted.

The DP welcomes the opportunity to attend Harbours Committee meetings (in person or virtually) to answer any questions from members.

2.2.1 Statement of PMSC Compliance

During October 2020 the MCA published Marine Information Notice 641 which sets out the timetable for “Port Marine Safety Code Compliance Submission for 2021-2024”. All Statutory harbour authorities, private ports and other marine facilities are required to email a signed statement to the MCA confirming their organisation’s PMSC compliance.

The next round of compliance statements is due on or before 31 March 2021. (See **section 3** of this report for recommendation).

2.3 CONSULTATION

Consultation meetings have of course been severely curtailed during the Covid pandemic, but all harbours have endeavoured to maintain communications with key harbour stakeholders using methods other than physical meetings.

Particular attention is drawn to the very clear but detailed advice to harbour users during the pandemic which is documented on the Weymouth Harbour website. Government guidance changed rapidly, especially during the early stages of “lock down”, and the advice given by the Weymouth Harbour Master to local users was clear and detailed in the interpretation of that guidance, as well as timely. (Sometimes requiring updates and new notices within hours).

While remote consultation has become the new normal, it is recommended that traditional consultation meetings are re-instated at all three harbours as soon as circumstances allow.

In addition, there has been a range of formal consultation undertaken, especially in connection with the Weymouth HRO and Peninsula site re-development.

2.4 NAVIGATION RISK ASSESSMENT

Navigation risk assessments are in place and have been reviewed as required.

The existing NRAs were reviewed in January 2021 with stakeholder input, and the top risks have been identified, resulting in a new control measure of Personal Watercraft operating areas.

A full review of the NRAs will form part of the proposed site visits during 2021.

“Point of Work” (dynamic) risk assessment procedures have now been developed.

2.5 MARINE SAFETY MANAGEMENT SYSTEM (MSMS)

The Safety Management System for all three harbours was audited at the start of the contract in late 2019. A review of evidence that procedures have been followed will be the main objective of the 2021 site visits by the DP.

New berthing task procedures have been introduced during 2020/21.

2.6 EMERGENCY PREPAREDNESS

All three Harbours benefit from Council Emergency planning support.

2.7 CONSERVANCY

The conservancy function of all three harbours is well understood by the Harbour Masters. Regular surveys have continued as required.

Trinity Light House Service audits of navigation aids were all satisfactory.

2.8 MANAGEMENT OF NAVIGATION

Covid restrictions have presented some unusual challenges during the year, with the leisure “season” being very compressed and busy during 2020. While all three harbours coped well, the chief challenge was covering seasonal staff, who did not have the benefit of a gradual start to the season allowing initial training before the usual peak period.

2.9 PILOTAGE

Pilotage is currently only provided in Weymouth and is little used. The ongoing need for pilotage, and the practicalities of its provision should be kept under review.

Bridport is a defunct pilotage authority, and it has already been recommended that this be reviewed.

2.10 TOWAGE

Towage is not a significant operation at any of the ports. However, it is not unknown in Weymouth, where it is covered by operational procedures which should remain under review.

2.11 MARINE SERVICES

The Weymouth Harbour workboat “Melway” has become unreliable, and operational procedures have been revised following appropriate risk assessment.

Permits to work procedures have been introduced as an on-line system, improving compliance with procedures.

2.11.1 Vessel Mooring and Self-mooring

Following a number of incidents around the United Kingdom the MAIB and MCA have drawn Harbour Authorities’ attention to the hazards of mooring vessels and, in particular, self-mooring.

Port Skills and Safety also reissued SIP 005 - Guidance on Mooring in Nov 20.

2.12 PROFESSIONAL QUALIFICATIONS AND COMPETENCIES OF MARINE PERSONNEL

The most significant personnel related event during the reporting period has been the retirement of the previous Weymouth Harbour Master. The Council has been fortunate in securing a suitably qualified replacement (Jamie Joyce) who has already settled well into the role. The DP and HM have had two remote calls to become acquainted and review current issues and ongoing plans.

Bridport and Lyme Regis remain under a temporary arrangement with a joint Harbour Master (James Radcliffe) although it is understood this arrangement is currently under review. The very close working relationship between the two Harbour Masters is welcomed by the DP and it is recommended that whatever the outcome of the review all three harbours continue to share common procedures and systems so that staff can assist at any of the three locations and provide back-up / cover as required with minimum re-familiarisation necessary.

2.13 ACCIDENT REPORTING AND INVESTIGATION

A new incident reporting and investigation system and procedure has been introduced since the time of audit in 2019 and is easily accessible to the public from the Weymouth Harbour website. It is recommended that this be extended to the other two harbours in due course, after a review of the effectiveness of the system in Weymouth.

3 OVERALL

Following the PMSC Audits conducted in October 2019, it was concluded that all three Dorset Council Harbours were compliant with the requirements of the Port Marine Safety Code. Nevertheless, in accordance with the principles of a Code that is designed to ensure ongoing improvement, a number of recommendations were made for all three harbours, many of which have been addressed.

In particular, the recommendation for improved incident recording and investigation has been comprehensively closed out for Weymouth.

Addressing many of the more minor recommendations has undoubtedly had to be delayed due to the pressures of responding to the Covid pandemic, and it continues to be recommended that an ongoing marine safety plan be developed on behalf of, and approved by, the Harbours Committee (as required by the PMSC).

Despite best efforts using remote conferencing, it has not been possible for the DP to fully review the effectiveness of procedures in daily operations, and the 2021 site visits will focus on this aspect of compliance. However, reviews of reports, data and conversations with the Harbour Masters has not given any new cause for concern, and it remains the opinion of the DP that Dorset Harbours remain compliant with the requirements of the PMSC.

It is recommended that the Duty Holder should send a signed statement to the MCA confirming Dorset Council's PMSC compliance before the 31 March 2021 deadline and noting that compliance is being supported by ongoing audit and improvements.