



22 February 2021

## **Reference – Bridport Harbour 22/02/2021**

To Whom it may concern,

Following a Health and Safety Audit of Bridport Harbour, I would like to highlight the following issues and good practice. The official audit report is available on request via the Harbour Master and Service Manager. As this Harbour is run by the same team as Lyme Regis, most of the admin issues are the same.

### **Areas of concern**

1. **Manual Handling activities** – Due to the nature of the job, the Harbour staff are expected to carry out an amount of manual handling that needs to be risk assessed accordingly.
2. **Public access** – This will always be an issue, especially during the summer months. A full and proper risk assessment has been carried out and must be reviewed regularly identifying areas that may have been overlooked.
3. **Shed** – During a visit back in November, the shed area was a main concern. Works have been booked inline with the original audit booking. Unfortunately, this audit had to be brought forward in line with the Harbour Committee meeting. This has left some similar issues around the storage and usage of this shed area. Changes have been made regarding COSHH and workspace. The rest of the main works will not be carried out until March.
4. **Risk Assessment** – All activities must have a full and proper risk assessment.
5. **General Harbour issues** – As with every Harbour, there are issues regarding public usage and work areas. Segregation is a very difficult thing to have in place due to the inquisitive nature of visitors. There are also the “normal” Harbour issues regarding trips and falls. A history of falls happening in or around the waters edge is being documented to highlight areas of real concern, this is very minimal. Supervision of children by guardians is still the key to reducing/preventing falls.

### **Areas of good Practice**

1. **Harbour Masters office** – on a whole, the general health and safety compliance is good. It is a clean and well looked after environment.

2. **Risk Assessment** - There is a very comprehensive risk assessment folder and risk assessments are held electronically, employees have access to this and are requested to sign to say they have read and understood them. This is part of the full induction carried out by all employees.
3. **General works** – The Harbour Master is very good at managing health and safety for both employees and members of the public. The majority of work activities are covered by a full and proper risk assessment.
4. **Public information** – The safety signs located in and around the Harbour are more than adequate for the main areas of concern. These are informative and clear.
5. **Conscientious employees** – Bridport Harbour have a great team be it small that seem to work well together and are willing to take health and safety matters seriously. The main concern from a health and safety point is the amount of work needed as both Bridport and Lyme Regis have the similar issues, has identified that one of the reasons may be being understaffed to enable the Harbour to operate to its full capacity and as safely as it can.

There is a real feeling of a proactive approach towards health and safety, this is very nice to see. I will be working with the Harbour Master and his employees to ensure good practice is carried out in all areas of the Harbour going forward.

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