

Lyme Regis Harbour – Port Marine Safety Code

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Harbour Master: Grahame Forshaw

Date: 20 November 2018

1. Purpose of Report

To report the findings of an assessment made against the Marine Safety Management System (MSMS) at Lyme Regis harbour in support of the Harbour Operations Annual Report and in compliance with the Port Marine Safety Code.

2. Executive Summary

Reporting as the Designated Person (DP) under the Port Marine Safety Code (PMSC), I am able to provide a reasonable assurance of safe harbour operations at Lyme Regis and assessed compliance with the PMSC through the Operations Plan and other documentation. Confirmation of PMSC compliance was issued to the Maritime and Coastguard Agency (MCA) in April 2018 as required by the code, this will again be required ahead of April 2021.

Evidence provided confirms that known risks of marine operations and land based activity at the harbour have been identified and assessed with precautions put in place to manage risk to a level that is considered to be as low as reasonably practicable. A number of compliance visits have been made to Lyme Regis Harbour by the DP over the previous 12 months.

3. Safety Management System & Bylaws

The MSMS is established by combining policies and procedures from both the Dorset Councils Partnership (DCP) and the marine based requirements derived from the PMSC that are contained within the harbour operations plan. The operations plan was reviewed in May 2017 by the Harbour Master and no significant changes were identified.

Safety management systems relevant to shore based activities are available through the intranet and hold many similarities to the requirements of the code.

There have been no changes to existing bylaws within the previous 12 months however a legal process to investigate the viability of introducing Harbour Revision Orders is currently underway.

4. Harbour Use

This year has seen demand for day launches off the slipway to plateau maintaining a level similar to the previous season. Interest for permanent moorings within the harbour remains strong and visiting vessels wanting overnight moorings significantly increased from around 260 to 400 nights.

The pontoon mooring configuration within the 'Pool Area' has changed with the introduction of a pontoon finger dedicated to the fishing fleet. Ambition to sink six permanent anchor posts for the pontoon fingers is progressing with planning permission having been approved. The Maritime Management Organisation (MMO) has muted support for the project and has given a conditional offer to meet 75% of the installation costs. It is hoped that this work will be completed by the autumn of 2019 ready for the 2020 season.

The Lyme Regis Consultation Group that represents users and stakeholders of the harbour held their annual meeting on 23rd October 2018. Outputs from the meeting were reported to be positive and in support of the harbour team, current operations and future planning. No matters relating to harbour operations or concerns of safety were raised.

There appears to be many examples of collaborative working between the Harbour Master (HM) and different user groups. This year the harbour held a number of successful events including the Gig Regatta, Lyme Splash and Weekend Water Polo.

Lyme Regis harbour remains authorised to receive cruise ships of unlimited size however this approval is shortly to be reviewed by the Department of Transport and the HM. A visiting ship brings many mandatory obligations and a need to implement boarder controls. The review will make an assessment of whether this continuing status remains viable at Lyme Regis.

5. Harbour Staff and Facilities

The Harbour team remains at the same strength as 2017 with 2.5 full time equivalent employees together with seasonal staff and volunteers.

The original harbour office adjacent to the slipway has now been fully vacated and operations have now moved to offices at the end of the Cobb. Work to extend the original site is due to start in January 2019 and expectation for completion is 6 months after commencement. Recognising this period will run into the start of next season the HM confirms need to establish a temporary site office near the slipway to enable safe operations. The new offices when completed will significantly improve the welfare facilities for the harbour team and importantly facilitate a more commanding view over the harbour and of its users.

To improve safety and lessen lifting risks from boat to shore a new davit is soon to be installed at the harbour edge. The davit will have an electric winch and a maximum load capacity of 250Kg. Barriers will act as guarding to protect Cobb users and limiters will restrict the radial movement of the davit arm.

6. Training

Staff training with relevance to harbour operations and safety has been completed by the harbour team. This has included land base training for the JCB tele-handler and training afloat with relevance to safety-boat and powerboat handling. For one team member training in advance powerboat handling was completed allowing him to be commercially endorsed.

It was confirmed that training will be undertaken by all staff and users when the new harbour side davit has been installed.

7. Risk Assessments

Lyme Regis harbour has been assessed as having a high health and safety risk profile that demands an effective and pro-active safety management system to mitigate risk. There have been no new risks introduced at the harbour since 2017 and the risk profile remains unchanged.

It is confirmed there are a good number of risk assessments to address foreseeable hazards at the harbour with these have been used to reduce and manage risk using ALARP principles. Assessments are currently being reviewed ahead of the DCP annual risk assessment audit.

The Harbour Master has obtained 3rd party risk assessments from the main users of the harbour i.e. gig, power and sailing boat groups. This demonstrates a more collective approach to managing safety risk at the harbour that is likely to increase operational effectiveness and lessen the frequency of incidents.

8. Work Instructions

Outcomes of the risk assessment process have led to a small number of work instructions being developed in support of carrying out a number of certain tasks. Safe operational processes and procedures are closely linked to the outcomes of assessments and these are used in turn to provide necessary briefings for harbour staff.

The HM receives regular notification of industry best practice and governance from the United Kingdom Harbour Masters Association (UKHMA). This information is used to benchmark operations and is a source for receiving advisory alerts that can be used in the context of Lyme Regis harbour operations.

9. Harbour Assets - Inspections

The deputy HM is tasked to undertake harbour asset inspections and maintain associated records. These records are only accessible on the deputy HM's computer and it is recommended that they

are placed upon a shared drive that can be accessed by others. This will increase resilience with the inspection process and provide added assurances that checks are being undertaken should the deputy HM be subject to unplanned absence.

Evidence provided for October 2018 confirmed that inspections had been completed and no issues had been raised. It was confirmed that a recent inspection had identified a missing floatation aid from the north wall housing, this having since been replaced.

Non fixed assets including the JCB and boat-lifter are all subject to checking by the user before being taken into service.

10. Emergency Planning

The Operations Plan provides insight of the process that should be followed if an emergency arises. The PMSC promotes need for routine emergency planning and practice and it is recommended that Lyme Regis links with Bridport Harbour to plan a joint exercise.

Some assurance of preparedness is demonstrated by managing real time events to a satisfactory conclusion, an example of a recent slipway oil spill and the cleaning up operation was provided. It was confirmed by the HM that when unusual events or circumstances arise all staff are collectively addressed with lessons learnt briefings.

11. Accidents & Incidents

It is reported that:

- No RIDDOR incidents have occurred within the previous 12 months.
- No harbour by-laws have been breached although some verbal warnings for excessive speeding were given to boats within the harbour.
- There have been no collisions between boats within the harbour or its approaches.
- No boats are reported as having sunk in the harbour.
- Because of inadequate dredging within the pool area a number of boats had grounded throughout the season, on one occasion boat occupants had to disembark due to their boat listing.
- Border force officers have made 3 visits to the harbour amid raised concerns of illegal immigration and attempts of immigrants to reach UK shores from France. There is no evidence that attempts to land at Lyme Regis have been made.

12. Pollution

No significant pollution incidents have occurred within the harbour or approaches although a slipway oil spill incident brought need for intervention by the harbour team.

13. Harbour Assurances

Harbour Dredging and Beach Replenishment

Harbour dredging of the 'pool area' this year again yielded inadequate results because sand removal from the seabed was too localised rather than being collected from a wider area. This was confirmed by the subsequent survey results that showed depths staying approximated the same aside from potted areas that had greater depth.

Dredging this area for 2019 is expected to follow the same successful process deployed at Bridport harbour this year. It is estimated that the 'pool area' is 1.3M shallower than level seen in 2010.

Bed levels of the inner harbour have already reached a point where dredging is desirable, it is likely that this will form part of the works by the Environment Agency and the £2.8M project to resurface the Cobb and support the structure walls by low level sheet piling.

Navigational Aids

Trinity House made a visit to the harbour in February 2018 and confirmed that arrangements were satisfactory with no improvements or remedial action being needed.

14. Forward Assessments

Surveillance visits at the Lyme Regis harbour office are regularly scheduled by the DP and any significant findings from these visits will be reported as required to the Strategy Committee.

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