



Briefing Report No: **330/2007**

Public Agenda Item: **Yes**

Title: **Port Marine Safety Code - Annual Compliance Audit**

Wards Affected: **All Wards in Torbay**

To: **Harbour Committee**

On: **3 December 2007**

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## **1. Key points and Summary**

- 1.1 This report provides Members with details of the annual Port Marine Safety Code compliance audit undertaken for the Council, as the Harbour Authority, by Nicholsons Risk Management Ltd.
- 1.2 The Harbour Committee, on behalf of the Council, is the 'Duty Holder' under the Port Marine Safety Code and Nicholsons Risk Management Ltd are the appointed 'designated person'.
- 1.3 The Committee is asked to note the contents of the Compliance Audit Report, including the actions identified for implementation during 2008.
- 1.4 A Port Marine Safety Code Compliance Statement is attached as Appendix 1 and the Audit Report for 2007 is attached as Appendix 2.

## **2. Introduction**

- 2.1 Torbay Council, under their responsibilities as a Harbour Authority, have implemented the Port Marine Safety Code as issued by the Department for Environment, Transport and the Regions (DETR) in March 2000. The code is designed as a standard, to be achieved by Harbour Authorities in carrying out their duties and powers and to promote best practice.
- 2.2 The Port Marine Safety Code serves as a framework for the preparation of policies and plans relevant to the issues of concern in the code. In essence the code requires Harbour Authorities to ensure they maintain corporate governance over the activities entailed in the powers and duties they discharge.
- 2.3 The Code states that "it is fundamental to an effective safety management system that each harbour authority should assign the functions of a 'designated person' to provide independent assurance to the 'duty holder' that the safety management system is working effectively, and to audit the authority's compliance with the Code".

- 2.4 Nicholson's Risk Management Ltd has been appointed the Designated Person to review the Tor Bay Harbour Safety Management System and annually report on compliance with the Port Marine Safety Code.
- 2.5 The last Port Marine Safety Code Compliance Audit Report was dated 23 November 2006 and was presented to the Harbour Committee on 4 December 2006.

**Capt Kevin Mowat**  
**Director of Marine Services**  
**Torbay Development Agency**

**Appendices**

Appendix 1 - Port Marine Safety Code Compliance Statement for 2007

Appendix 2 - Port Marine Safety Code Compliance Audit Report for 2007

**Documents available in members' rooms**

**Background Papers:**

The following documents/files were used to compile this report:

The Port Marine Safety Code – DETR 2000