

Meeting: Harbour Committee

Date: 30th March 2026

Wards affected: All wards

Report Title: Port and Marine Facilities Safety Code – Required Policies and Procedures

When does the decision need to be implemented?

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1. Purpose of Report

- 1.1. To present to Members the suite of policies and procedures developed to ensure compliance with the Port and Marine Facilities Safety Code and to seek endorsement of these documents.

2. Reason for Proposal and its benefits

- 2.1. As required by the Port and Marine Facilities Safety Code, the Harbour Authority must maintain a comprehensive and effective Marine Safety Management System (mSMS) supported by formal policies and procedures.

The development and implementation of these policies ensures:

- Compliance with national regulatory standards
- A structured and auditable safety framework
- Clear governance and accountability
- Continuous improvement in marine safety

3. Recommendation(s) / Proposed Decision

- 3.1. That Members of the Harbour Committee endorse the policies and procedures required by the Port and Marine Facilities Safety Code following their presentation during the Operational Visit held at Torquay Harbour on 5th March 2026.

4. Appendices

- A. Commitment to the Port and Marine Facilities Safety Code
- B. Appointment of Designated Person Policy
- C. Marine Safety Plan 2026-2029
- D. Revalidation of Marine Qualifications Policy
- E. Debt Recovery Policy

5. Background Documents

- 5.1. None.

Supporting Information

6. Background

- 6.1. The Harbour Authority has undertaken a comprehensive review and redevelopment of its Marine Safety Management System (mSMS) to align with the latest edition of the Port and Marine Facilities Safety Code.
- 6.2. This work includes the creation and revision of key supporting policies and procedures, forming the foundation of the Authority's safety and compliance framework.
- 6.3. Members of the Harbour Committee were presented with these policies during the Operational Visit to Torquay Harbour on 5th March 2026, where the structure, intent and application of each document were explained in detail.
- 6.4. The Port and Marine Facilities Safety Code represents the national standard for marine safety governance within UK harbours, establishing clear expectations for accountability, risk management and safe operation.
- 6.5. The endorsement of these policies is therefore essential to demonstrate that the Harbour Authority is operating in accordance with recognised best practice, protecting life, property and the marine environment, and providing assurance to Members, stakeholders and regulators that an effective and compliant safety management framework is in place.

Equality Impact Assessment

Protected characteristics under the Equality Act and groups with increased vulnerability	Data and insight	Equality considerations (including any adverse impacts)	Mitigation activities	Responsible department and timeframe for implementing mitigation activities
Age	<p>18 per cent of Torbay residents are under 18 years old.</p> <p>55 per cent of Torbay residents are aged between 18 to 64 years old.</p> <p>27 per cent of Torbay residents are aged 65 and older.</p>	There is no differential impact.		
Carers	At the time of the 2021 census there were 14,900 unpaid carers in Torbay. 5,185 of these provided 50 hours or more of care.	There is no differential impact.		
Disability	In the 2021 Census, 23.8% of Torbay residents answered that their day-to-day activities were limited a little or a lot by	There is no differential impact.		

	a physical or mental health condition or illness.			
Gender reassignment	In the 2021 Census, 0.4% of Torbay's community answered that their gender identity was not the same as their sex registered at birth. This proportion is similar to the Southwest and is lower than England.	There is no differential impact.		
Marriage and civil partnership	Of those Torbay residents aged 16 and over at the time of 2021 Census, 44.2% of people were married or in a registered civil partnership.	There is no differential impact.		
Pregnancy and maternity	Over the period 2010 to 2021, the rate of live births (as a proportion of females aged 15 to 44) has been slightly but significantly higher in Torbay (average of 63.7 per 1,000) than England (60.2) and the South West (58.4). There has been a notable fall in the numbers of live births since the middle of the last decade across all geographical areas.	There is no differential impact.		
Race	In the 2021 Census, 96.1% of Torbay residents described	There is no differential impact.		

	<p>their ethnicity as white. This is a higher proportion than the South West and England. Black, Asian and minority ethnic individuals are more likely to live in areas of Torbay classified as being amongst the 20% most deprived areas in England.</p>			
Religion and belief	<p>64.8% of Torbay residents who stated that they have a religion in the 2021 census.</p>	<p>There is no differential impact.</p>		
Sex	<p>51.3% of Torbay's population are female and 48.7% are male</p>	<p>There is no differential impact.</p>		
Sexual orientation	<p>In the 2021 Census, 3.4% of those in Torbay aged over 16 identified their sexuality as either Lesbian, Gay, Bisexual or, used another term to describe their sexual orientation.</p>	<p>There is no differential impact.</p>		
Armed Forces Community	<p>In 2021, 3.8% of residents in England reported that they had previously served in the UK armed forces. In Torbay, 5.9 per cent of the population have previously served in the UK armed forces.</p>	<p>There is no differential impact.</p>		

Additional considerations			
Socio-economic impacts (Including impacts on child poverty and deprivation)		There is no differential impact.	
Public Health impacts (Including impacts on the general health of the population of Torbay)		There is no differential impact.	
Human Rights impacts		There is no differential impact.	
Child Friendly	Torbay Council is a Child Friendly Council, and all staff and Councillors are Corporate Parents and have a responsibility towards cared for and care experienced children and young people.	There is no differential impact.	

8. Cumulative Council Impact

- a. None.

9. Cumulative Community Impacts

- a. None.