



Nicholsons

Risk Management

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Capt K P Mowat
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19 November 2013

Dear Kevin,

The “deliverables” from the annual review are the Safety Management System, Issue 12, emailed already, and the attached certificate of compliance.

Issues raised in the audit.

The review did not reveal many changes in the activities in the harbour. Paddle boards are the latest fashion. Generally the mix of fishing, commercial, ferry and leisure activities in Tor Bay Harbour remains much as before.

The one change in safety law is the Marine Navigation Act 2013. The harbour will need to amend the wording of its Pilot Directions to cover changes to the criteria for the issue of Pilotage Exemption Certificates. The potential use of new powers of direction will be monitored.

This year there have been significant improvements to the infrastructure. There are new pontoons for the landing of passengers by ferries at Torquay and Brixham. The remedial work on fenders, edge capping and ladders at Brixham MFV basin has been completed. This will be followed by work on the latent defects outstanding from the Fish Market rebuild, now that the funding issue has been determined. The Brixham Breakwater maintenance programme is in hand. At Paignton the improvements have been in street lighting, resurfacing the slipway and widening some steps for the ferry passengers.

Documentation now includes a Tor Bay Authority Port Masterplan. There is a new policy and programme for hydrographic surveying. Each of the detailed risk assessments has been reviewed and signed off by the Harbour Master and Executive Head in November 2013. Work has started on drawing up a comprehensive yet straightforward set of Standard Safe Operating Procedures. Practical safety and quality controls, with the maintenance of high standards depends on having a full set of clear operating procedures and having staff being trained to work to them.

The two Harbour Liaison Forums are effectively a measure of performance. Consultation is important for the management of the harbour and this continues to be effected through the quarterly meetings with wide ranging agendas. The decision to add an extra starboard hand buoy outside the entrance to Torquay harbour was one direct outcome of this consultation process.

Another measure of performance is in the accident records. These are now in a standard format with a dozen main categories, 46 types of accident or incident and tabled alongside a 6 year comparison.

There have been three fatalities in Tor Bay. One was a suicide, one was an accident when an angler fell into the sea when trying to recover a mobile phone and the third was a fisherman whose boat was swamped as he was returning to harbour in heavy weather. None of these could have been prevented by any action for which the Harbour Authority might be held responsible. In the last year there has been no fire and only minor pollution incidents. There was an accident when a Harbour Authority truck shed its load, but no one was injured, and this has prompted a change in procedure. At Brixham the accident involving the *Lloyd Tyler* and a RIB and the incident of the *Van Dijk* and a Sonata class racing yacht also merited full investigation and reports, but they did not identify the need for any further action.

The trend of navigational, abuse and hospitalisation accidents and incidents have all been falling recently.

In the current economic climate it is unlikely that a developer could be found to provide a long term solution to the various risks associated with the slipway at Paignton. There remains a conflict of pedestrians (including children) and commercial vehicles (which include articulated lorries and forklift trucks) trying to share the same area.

Where actions were identified last year the following have now been completed

1. Installed the twin bar barriers, painted clear lines and improved signage at the Brixham Passenger Pier to keep passengers away from the quay edge where fishermen may be loading or unloading.
2. A meeting has been held with the pilotage contractors to provide answers to questions in Section 9 of the Aide Memoire for investigating MCA officers.
3. There is now a policy and programme for hydrographic surveys, in line with the Code of Practice of the Hydrographic Office.

Some actions identified more than a year ago still require further action.

- 1 Harbour Master to write to Brixham Yacht Club to ask them to review the safety of the dinghy slipway with the unprotected edge at the bottom. At the very least they should display a danger warning notice similar in many ways to the one posted at the nearby Oxen Cove slipway. – Started but not yet completed.
2. Complete a comprehensive set of harbour specific Standard Safe Operating Procedures. These would consolidate the existing 19 procedures, 3 codes of practice and 3 SMS guidelines with examples of procedures adopted in other harbours – Started but not yet completed.
5. Training records are then to be expanded to include in house training of the procedures relevant to each employee's work. – Started but not yet completed.

Policy of continuous improvement.

The following actions have also commenced and are ongoing: -

1. Structural improvement plans are in hand for:-
 - Haldon Pier
 - Brixham Breakwater
 - North Arm Breakwater at Brixham
2. Promotion of safe seamanship,
There is forever a need to maintain, refresh, improve and emphasise the advice already being given through notices, brochures, emails of Notices to Mariners, the website, in person by harbour staff and through sea schools.
Regularly review how IT developments can improve communications with customers.
Consider ways to promote the identity of Tor Bay Harbour Authority, possibly by expanding the Tor Bay Harbour Visitor Guide and by improving the web site and providing a clear link to the Safety Management System and compliance with the Port Marine Safety Code.
One specific improvement would be to make it clearer on the web how to subscribe to the distribution by email of Notices to Mariners. Links to weather information could readily be improved.
3. Review of management structure.

The following further actions are planned,

1. Always provide a report summarising accidents and incidents at each of the quarterly Harbour Committee Meetings.
2. Link the local authority based induction process (I-Learn) to the new Standard Safe Operating Procedures now being drafted.
3. Complete signage on New Pier Brixham and the passenger ferry landing pontoons. Have safe queuing arrangements. Make sure that the Brixham LPG canister store is safe.
4. Pilotage:
Finalise the contract between Marine Towage and Salvage [MTS] and T B H A Pilotage Review Working Party to meet annually.
Consider pilot training needs i.e. Bridge Management and ECDIS.
5. Review security measures in place at the Brixham Fish Market.
6. Emergency Plans:
Full review and re-issue of the Tor Bay Harbour Emergency Plan.
Formally adopt and re-issue the new Tor Bay Harbour Oil Spill Contingency Plan

Many thanks to you and your staff for your help in undertaking this review.

Yours sincerely,



Peter Nicholson