



Tarbert Harbour
THE HEART OF THE HERITAGE VILLAGE

TARBERT HARBOUR AUTHORITY

PORT MARINE SAFETY PLAN

2016 - 2019

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Port Manager/Harbour Master

Version Number: 1
Version date: 01 December 2015

SCOPE OF THE PORT MARINE SAFETY PLAN

Tarbert Harbour Authority (THA) will provide a safe port within the limits of their jurisdiction, which is open to the public for the transportation of passengers and goods. They will ensure the safety of the Harbour by exercising their functions to a high standard. They will regulate the use of the Harbour by maintaining appropriate Byelaws and ensuring these and other statutory regulations are enforced where appropriate.

This Marine Safety Plan covers marine activities within the confines of the Harbour limits over the period 01 Jan 2016 to 01 Jan 2019.

The Port Marine Safety Plan commits THA to undertake the management and regulation of marine operations (in particular safe navigation) within the scope of its powers in a way that safeguards the port infrastructure, users of the port and the marine environment.

ELEMENTS OF THE PORT MARINE SAFETY PLAN

THA have published a number of policies, plans and statements in support of the Port Marine safety Plan. These include:

- ❖ PMSC Compliance Statement
- ❖ THA Marine Safety Policy
- ❖ THA Mission Statement
- ❖ THA Environmental Plan incorporating Port Waste Management Plan
- ❖ THA Prosecution Policy
- ❖ Employees Health and Safety Policy
- ❖ THA Sustainability Policy
- ❖ THA Conservancy Policy

Hazard and Risk Assessments form the backbone of the Marine Safety Plan and are reviewed annually or after an accident or incident. The Health and Safety Committee meet on a quarterly basis and in addition to their day to day involvement in H&S have responsibility for reviewing the Hazard and Risk Assessments.

Communication, consultation and feedback are fundamental requirements in ensuring that there is a comprehensive and effective safety management plan. The following are undertaken in support of compliance with the PMSC.

- ❖ Safety Management Committee Meetings quarterly, chaired by the Harbour Master
- ❖ Dedicated risk assessments for new marine operations
- ❖ Annual review of existing risk assessments
- ❖ Running audit by externally appointed Designation Person (DP)
- ❖ Bi-monthly reports to the Board of Trustees regarding safety related matters
- ❖ Daily completion of Harbour diary and where appropriate defects log
- ❖ Annual review of compliance with PMSC in conjunction with the DP.

Annual assessments of all operations staff, to include training needs and qualifications.

PERFORMANCE OBJECTIVES

No.	Objectives	Action	By when	Measure of success	Achievement
1	Review PMSC Policies and Compliances	<ul style="list-style-type: none"> • PMSC Policy Statement • PMSC Compliance • Enforcement Policy and Prosecution Policy 	2016 2017 2018		
2	To ensure current policies and Marine Safety Plan are published on THA Website		2016		
3	To review Hazard and Risk Assessment on annual basis	To be reviewed after an incident or accident			
4	To review Byelaws				
5	To review Compliance	Compliance statement to be issued to MCA on completion of satisfactory audit by DP	2018		
6	To investigate all incidents within one month	MAID incident report form to be used if appropriate			
7	Ongoing running audit by DP				
8	Exercise annual pollution response plan				
9	To ensure all staff have relevant training and qualifications	Cross check with annual staff appraisal			

10	Publish performance to the Marine Safety Plan annually	To be published in annual report and included in Website			
11	To ensure annual report to Northern Lighthouse Board regarding performance of navigation Aids				