

Report to: **Salcombe Harbour Board**

Date: **10 July 2017**

Title: **Introduction of Safety and Environmental Management System**

Portfolio Area: *Commercial Services*

Wards Affected: **All**

Relevant Scrutiny Committee: **Overview and Scrutiny Committee**

Urgent Decision: **N** Approval and clearance obtained: **N**

Date next steps can be taken: **N/A**  
(e.g. referral on of recommendation or implementation of substantive decision)

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**Recommendations:**

**That the Board resolves to adopt the updated Safety and Environmental Management System (SEMS) and the procurement of the associated safety and environmental management software system MARNIS.**

## **1. Executive summary**

1.1 This report proposes that the existing Safety Management System (SMS) and Environmental Management System (EMS) be merged into a combined Safety and Environmental Management System (SEMS). This is driven by the recognition that risks and hazards have both personnel and environmental consequences which are best mitigated holistically.

## **2. Background**

2.1 To comply with the Port Marine Safety Code, the Harbour Board - as duty holder - is individually and collectively accountable for managing operations within the harbour safely and efficiently. A key measure of compliance is the development of a marine safety management system based on formal risk assessment of hazards and risks. As an ecoport, Salcombe

Harbour also operates an EMS. Both of these were adopted in 2015 and are reviewed annually.

2.2 During the latest review it was recognised that the EMS and SMS addressed similar – if not identical – risks and hazards and were attempting to mitigate these in isolation of the other. It was therefore thought prudent that these be combined to ensure that such risks and hazards be comprehensively addressed.

2.3 The proposed SEMS has been externally critiqued by ABPMer who are an independent marine safety and environmental management company who specialise in marine and environmental hazard identification and management. The SEMS attached to this report incorporates their proposed amendments.

### **3. Outcomes and outputs**

3.1 Once adopted, the SEMS will support the Harbour staff in discharging their statutory and other regulatory obligations as required by the Health and Safety Executive, Port Marine Safety Code and industry best practice for environmental protection.

3.2 It is further proposed that Salcombe Harbour procure the associated safety and environmental management information system, MARNIS, which is a software package operated *inter alia* by Dartmouth, Plymouth, Torbay and Teignmouth harbours. The procurement cost of this system (with associated support) is £3,760. This was factored into the annual revenue budget and it is proposed that – subject to the agreement of SHDC ICT department – this software be procured and installed.

3.3 The benefits of MARNIS are:

- Better identification, management and review of marine risks
- Assurance that equivalent risks to those in other ports are controlled to the same high standards (ie adoption of best practice)
- Additional layer of assurance that Salcombe Harbour is PMSC compliant
- Better record keeping and ability to produce reports identifying trends in changing risk profiles (by activity and location) over time

### **4. Options available and consideration of risk**

4.1 There are three broad options:

a. **Do nothing (retain status quo)**. The existing EMS and SMS are retained; risks and hazards are controlled but there is duplication of effort in imposing separate personnel and environmental control measures.

b. **Adopt SEMS but don't procure MARNIS.** This option is cost-free and ensures that risks and hazards are mitigated holistically. However the benefits of MARNIS are not adopted.

c. **Adopt SEMS and MARNIS (subject to ICT approval).** This option will cost £3,760 to procure (but is free thereafter) and will ensure that all benefits outlined above are adopted.

## 5. Proposed way forward

5.1 That the Harbour Board resolve to pursue option C (above).

## 6. Implications

Implications	Relevant to proposals Y/N	Details and proposed measures to address
Legal/Governance	Y	The adoption of an SEMS in lieu of the existing SMS and EMS improves governance and management of risk
Financial	Y	IF MARNIS is procured this will cost £3,760 which is already budgeted for
Risk	Y	This report addresses the identification and management of marine and terrestrial risks
Comprehensive Impact Assessment Implications		
Equality and Diversity	N	None
Safeguarding	N	None
Community Safety, Crime and Disorder	N	None
Health, Safety and Wellbeing	N	None
Other implications	N	None

## **Supporting Information**

**Appendices:** Safety and Environment Management System (SEMS)

**Background Papers:** None