

Report to: **Salcombe Harbour Board**
Date: **28 Sept 2015**
Title: **Safety Management System**

Portfolio Area:

Wards Affected: **All**

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

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

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

Author: **A Parnell** Role: **Harbour Master**

Contact: **01548 843791**

Recommendations:

1. That the Harbour Board RESOLVES to adopt the updated SMS

1. Executive summary. This report proposes an updated Safety Management System (SMS) to the Harbour Board for adoption in their role as the Harbour's 'duty holder'.

2. Background. 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. At the Feb 15 Harbour Board meeting, the Harbour Master was directed to comprehensively review the existing SMS. The result can be found at Appendix 1 to this report.

3. Outcomes/outputs. Safety within the Harbour continues to improve.

4. Options available. Either retain the existing system, adopt the proposed system or develop a different SMS which meets the approval of the Harbour Board and is compliant with the PMSC.

5. Proposed Way Forward. Adopt the proposed SMS and undergo external audit from the designated person and also the MCA.

6. Implications

Implications	Relevant to proposals	Details and proposed measures to address
Legal/Governance	N	The Pier and Harbour (Salcombe) Confirmation Order 1954
Financial	N	None
Risk		There is a risk that, without a comprehensive SMS based on formal risk assessment, the Harbour Board will not be in compliance with the Port Marine Safety Code. This risk is mitigated to ALARP through the maintenance of an effective and efficient management system for ensuring that harbour activities are safe
Comprehensive Impact Assessment Implications		
Equality and Diversity		None
Safeguarding		None
Community Safety, Crime and Disorder		No
Health, Safety and Wellbeing		A measurable improvement should be seen (measured using accident and incident figures)
Other implications		

Supporting Information

Appendices: Nil

Background Papers: Nil

Approval and clearance of report

Process checklist	Completed
Portfolio Holder briefed	Yes/No
SLT Rep briefed	Yes/No
Relevant Exec Director sign off (draft)	Yes/No
Data protection issues considered	Yes/No
If exempt information, public (part 1) report also drafted. (Committee/Scrutiny)	Yes/No