

Harbour Master's Report

Exeter Port Authority

4 June 2024



Management Objectives

Management Objectives for the Marine Safety Plan have split its into two sets, the first addresses 'Standing Objectives' the second set addresses 'Period Objectives'. This plan is owned by Exeter City Council on behalf of the Duty Holder, and aims to address high level targets which will benefit all port and harbour locations and fulfils the requirement of the PMSC for the Duty Holder to maintain a 'Marine Safety Plan.

Standing Objectives

Number	Provision	Objective	Target	Evidence
1	Duty Holder	Duty Holders to have received training on their role and responsibility under the Code in the last three years.	To appoint ECC Executive Committee as DH	Report recommending the appointment went to ECC Executive meeting on 4 June. Once the decision has been taken, I will arrange DH training with ABP(mer).
2	Designated Person	To have undertaken an operational tour of Exeter waterways in the last three years.	Not yet appointed, DP has to be selected by the DH, likely nominees in discussion with HM	Awaiting designation, appointment will be made once the Duty Holder(s) are nominated
3	Legislation	Report by the Designated Person to the Duty Holder at least once per year.	Not yet, but will be an annual review	Management review meeting
4	Duties and Powers	MAIB Reportable Incidents: make all reports to the MAIB within 24 hrs, with investigation followed up.	24 hrs initial report, investigation at incident close	Maritime activity report
		Incidents recorded and investigated (if necessary) within the agreed timeframe.	Initial action 7 days, investigation closed in 30 days	Maritime activity report
5	Risk Assessment	All Marine Risk Assessments to be in date.	100% complete	Currently a business case for obtaining MARNIS is being prepared.

	Number	Provision	Objective	Target	Evidence
	6	Marine Safety Management System	All Policies reviewed on a three-yearly basis.	To have plan produced and available to all stakeholders within 6 months of the Duty Holder being appointed.	Not yet complete, awaiting appointment of Duty Holder and Designated Person positions. Appointees need to have sight of the draft for sign off. The recommendation is that a Contractor from MARNIS completes the Risk Assessments in conjunction with key stakeholders.
			The Marine Safety Management System will be reviewed annually (or following any significant incident, industry or legislative changes)	To distribute widely, to keep numbered and dated reviews. To liaise with other stakeholders on the waterways about their own responsibility to the PMSC	To keep as an agenda item at the Port User group meetings in accordance with the PMSC.
	7	Review & Audit	Internal Audit	Staff reviews annually. Document checks annually	Audit carried out by the Audit and Governance committee. Report to Duty Holder and Harbour Board in due course.
	8	Competence	Ensure staff with marine safety responsibilities are trained to undertake their duties.	100% of Essential & 80% of Desirable completed	Maritime activity report
	9	Plan	Publish a three yearly 'Marine Safety Plan' (this plan).	Plan currently being prepared	Internal Audit
	10	Conservancy Duty	Aids to Navigation: Three-year performance meets or exceed IALA performance threshold	To carry out annual liaison and inspection with Trinity House	Constant monitoring of navigation marks, two yearly

			Hydrographic surveys in date	Survey of the entrance channel completed April 2024, survey of the channel from no 13 buoy to no 17 buoy to be done in June 2024.	inspection routine, external audit by UKHO.
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Period Objectives

	Number	Provision	Objective	Target	Responsible Officer
	1	Duties and Powers	General Directions	Introduce General Directions and repeal current Bye-Laws – With Ashfords currently	Harbour Master
	2	Duty Holder	Marine Facilities	Identify Marine Facilities within the port area and advise to seek compliance with the PMSC	Full Council, on-going training with Harbour Master
	3	Competence	Training	Issue Training Matrix and ensure all staff have appropriate training as required to undertake their duties	Harbour Master
	4		Management of Navigation	Carry out a formal Risk Assessment of navigable waters	Alan Harwood has created a port passage plan from the

		Marine Safety Management System			entrance into the river up to the Turf lock.
	5	Conservancy Duty	Aids to Navigation	Review of all AtoN's in the port	Graham Manchester
	6	Marine Safety Management System	Liaison and consultation with stakeholder	Improve lines of communication in place with Port User Groups	Harbour Master in discussion with contractor from MARNIS

Marine Activity report

Since the last Harbour Board meeting our teams have been busy carrying out the regular maintenance work in the canal and the moorings servicing in the river, as well as carrying out all the other tasks necessary to keep the waterways open and available for users.

ABP(mer) visit and report

Enclosed is the report from ABP(mer) after the Gap Analysis study. The report highlights 27 areas of concern where there are gaps in our policies and procedures. Discussion at the Harbour Board meeting.

MARNIS

We have had a second demonstration by the designers of the MARNIS system and I am satisfied that that this will be of enormous value to us in the creation of more maritime-friendly Risk Assessments in association with key stakeholder groups and with incident recording and reporting.

Harbour Management tool

We have already identified that going forwards to the future we are going to need a management tool to properly organise the business of the waterways. The Councils' IT contractors (Strata) has agreed to carry out a feasibility study to determine which programme best suits our needs. This work will be done in the early autumn, I don't expect it to be completed before the next Harbour Board meeting.

Historic Harbour event

The event is scheduled to be held on the 8th/9th of June. I will report verbally at the meeting on how the event went.

Speeding vessels

Since the last Harbour Board meeting there has been a patrol boat on the water every weekend (weather permitting). The patrol boat stopped and spoke to 26 vessels (including Personal Water Craft) about excessive speed. This number is slightly less than this period last year. The patrol boat can only be in one place at a time; we receive reports daily about vessels travelling at excessive speed almost daily, in fact when we are afloat working from our other boats, we see craft going too fast in the river, often in areas where there are moorings or close to the designated wildlife refuge areas.

We have had occasions when skippers of vessels travelling too fast have refused to stop when requested to by the harbour patrol.

Other incidents of note

In this reporting period we have responded to two broken down vessels and towed them back onto their moorings.

A yacht that had sunk on its' mooring.

A collision between a rowing boat and a club owned powerboat, no injuries and an internal investigation by the club was held. No further action necessary by the Harbour Master.

Two yachts that had grounded on Pole sands

A Pan-Pan call over the VHF radio to a broken-down vessel drifting towards a shoal on a falling tide. Vessel was safely towed back into the river.

No 5 navigation buoy broke free from its anchor and drifted out to sea. The buoy was discovered drifting 5 miles south of Lyme Regis and towed ashore, it was recovered the next day by vehicle and reinstated in position.

Ten Local Notices to Mariners have been issued.

Grahame Forshaw

Harbour Master