

Harbour Master Office  
Trinity Buoy Store  
Camperdown Terrace  
Exmouth  
Devon  
EX8 1EQ

July 2024

### **Designated Person role for Exeter Port Authority**

Exeter Port Authority are looking to appoint an experienced Designated Person that will report to the Duty Holder at Exeter City Council, who are looking to gain compliance with the Port Marine Safety Code (PMSC). This appointment will be for two years.

Currently the Council are seeking a Harbour Revision Order, which is a significant step forwards to compliance with the Code, the appointment of a Designated Person with the right skills and experience to enable progression towards compliance is vital to the plan.

Applications from suitably qualified Master Mariner or equivalent persons with port management experience are welcomed.

Specific requirements:

To attend 2 meetings a year with the Duty Holder and to produce an annual Statement of Compliance.

To carry out a 1-day PMSC compliance audit (annually) and produce a report.

To provide marine advice when needed (approx. 20 hrs per year).

To work with the Harbour Master and the wider Waterways team to create a Marine Safety Management System that will encompass both the river Exe and the Exeter Ship Canal.

To provide advice for marine related Risk Assessments.

To assist with Exeter Port Authority in assessing the need for the continued status as a Competent Harbour Authority for pilotage, should that assessment conclude that it is not, assist with the application to the Department for Transport for a Pilotage Function Removal Order.

Applicants are invited to submit a price to the above address for the work, with a separate hourly rate for the marine advice.

For further information please contact the harbour master, Grahame Forshaw by email [grahame.forshaw@exeter.gov.uk](mailto:grahame.forshaw@exeter.gov.uk) or 07864958658

Grahame Forshaw

Harbour Master