

## **POLICY STATEMENTS**

### **STATEMENT OF COMMITMENT**

Newlyn Pier and Harbour Commissioners (NPHC) are the statutory harbour authority at Newlyn harbour and it is committed to undertaking and regulating marine operations to safeguard the harbour, its users, the public, the environment and the local heritage.

NPHC will aim to run a safe, efficient cost-effective, sustainable harbour for the benefit of all users and the wider community. It will strive to manage, maintain and improve the Harbour consistent with the income it generates.

NPHC are committed to meet with all legal requirements and comply with the Port Marine Safety Code and to meet these requirements in a proportional and appropriate manner. It will ensure that the Harbour is operated efficiently and safely and will seek to meet the changing needs of all harbour users.

The Harbour Authority will:

- Comply with all legal requirements
- Aim to meet the national requirements of the Port Marine Safety Code
- Heed the Guide to Good Practice on Marine Operations.
- Conduct its functions openly and transparently in the overall long-term interests of the harbour's stakeholders and beneficiaries.
- Ensure as far as reasonably practical the safety of all those who use and work in the harbour
- Facilitate safe navigation in the harbour and its approaches.
- Provide and maintain viable harbour facilities
- Regulate the activities of all those who use the harbour and ensure that the law is enforced whenever appropriate
- Conserve the environment and maintain approved pollution prevention and nature conservation measures
- Formally review the Harbour Authority's plans, policies and procedures at intervals of five years or less

NPHC is committed to ensuring that all its employees, contractors, harbour users, stakeholders and members of the public are well informed. Its staff shall be well trained and committed to the requirements of the Port Marine Safety Code. NPHC recognise that safe operations depend on competent people and an active Safety Management culture. All who work or use the harbour have an obligation to contribute to harbour safety.

NPHC welcomes the interest and participation of all stakeholders in maintaining and improving the awareness of safety within the harbour. To this end, a line of communication will be established with relevant stakeholders and the Newlyn Advisory Committee to ensure the promulgation of relevant information.

It is the goal of the Commissioners to monitor and improve the standard of safety and safety awareness throughout the harbour.

## RESPONSIBILITIES OF THE DUTY HOLDER

The Board of Commissioners of NPHC are the "Duty Holder". The Board members shall understand the requirements of the Port Marine Safety Code and shall strive to meet the recommended standards. They will ensure that the guidance given in the Guide to Good Practice for Port Marine Operations is heeded and acted upon where appropriate.

The Board is accountable for compliance with the Port Marine Safety Code and for ensuring the safety of marine operations in the harbour and approaches. It shall have an effective Safety Management System for this purpose.

Although the Duty Holder is able to appoint professional people to operate the Harbour, they cannot assign accountability. Further, they may not abdicate accountability due to lack of particular skills. Accordingly, the Board shall appoint a Chief Executive and Harbour Master. These Officers will have responsibility to manage the Harbour. The Harbour Master shall keep the Board informed at all times and will formally report to the Board whenever it meets. He is also accountable to the Board for the safety of marine operations in the harbour and shall recommend to the Board the strategy and methodology for doing so. The Harbour Master shall guide and instruct the Harbour Authority's staff and shall be responsible for the day-to-day operation of the Harbour. He is also accountable to the Board for the health and safety of non-marine operations. The Harbour Authority shall appoint a Designated Person to provide independent assurance (by way of assessment and audit) to the Board that the safety management system is working effectively.

## MARINE SAFETY POLICY

This safety policy adds to any existing safety policy required by the Health and Safety at Work etc Act 1974.

The harbour authority is committed to:

- Complying with all legal requirements and the Port Marine Safety Code
- Managing its assets safely and efficiently
- Maintaining relevant harbour equipment to agreed industry standards
- Recruiting and training operational staff to nationally agreed competence levels
- Ensuring that staff are properly trained for emergencies and contingencies

In making these commitments, the Harbour Authority has appointed the **Harbour Master** to fulfil the role of marine operations safety officer.

This officer will be responsible for the following:

- That the Harbour Authority complies with the Port Marine Safety Code
- Ensuring all risks are assessed and reduced to 'as low as reasonably practical' in accordance with best practice
- Carrying out routine safety inspections on marine operations and reassessing risks as appropriate
- Reporting, investigating and recording all accidents, and ensuring that lessons learnt are widely disseminated to appropriate persons and bodies
- Reviewing this safety policy and recommending revisions to the Harbour Master at least every 3 years.

These Statements were approved by the Board for and on behalf of NPHC



Chairman Newlyn Pier and Harbour Commissioners

Date: 1. 3. 13