



Newlyn Pier and Harbour Commissioners

Marine Safety Plan January 2026 - 2029

Introduction

Newlyn Pier and Harbour Commissioners publishes its Marine Safety Plan every three years in line with its commitment to the Port Marine Safety Code. This Plan covers the period 1st January 2026 to 31st December 2028. After expiry the Commissioners will publish a performance report on the outgoing Plan.

Purpose

This Marine Safety Plan commits NPHC to undertaking the management and regulation of marine operations, within the scope of its powers and authority, in a way that safeguards the port, its users, members of the public and the environment. In doing this the Plan, and the Marine Safety Management System within the port, develop compliance with the Port Marine Safety Code, the national standard for all aspects of marine operations within port.

Applicable Legislation

The Legislation applicable to this document are:

- Harbours Docks and Piers Clauses Act 1847
- The Newlyn Pier and Harbour Orders 1906-2010
- The Pilotage Act 1987/The Newlyn Harbour (Pilotage) Act 1988
- The Port Marine Safety Code

Policies

The cornerstones of the operations within NPHC are the policies which it has developed, and which it aims to work to. The overarching purpose of the policies is to describe how NPHC will provide services in a safe and controlled manner, to allow effective and efficient operations within the port and its approaches. They are not limited to marine operations.

These policies area as listed below and are available to the public through our website or through the Harbour Office.

- Marine Safety Policy
- Health and Safety Policy
- Environmental Policy
- Training Policy
- Consultation Policy
- Pilotage Policy
- Enforcement Policy

Marine Safety Management System

The Marine Safety Management System (MSMS), of which this document is part of, is the term for the policies, manuals, procedures and reports that seek to enhance safety by identifying hazards and

applying appropriate and reasonable procedures to reduce risks within the operation of the Harbour. The MSMS is made up of the following documents, which are available on the harbours' website:

- Newlyn Harbour Policies;
- Emergency Response Procedures
- Oil Spill Contingency Plans – Approved by the MCA every 3 years
- Fire Management Plans
- Port Waste Management Plans – **NO LONGER APPROVED BY MCA**
- The Marine Safety Plan and Marine Safety Plan Reports
- The Risk Assessment Register
- Incident and Near Miss Report Forms
- Staff Job Descriptions
- Staff Training Matrix
- Operating Procedures
- Periodic Maintenance Schedule Records
- Pilotage Directions and Procedures

Quantifiable Ongoing Targets

MSMS

- Conduct an annual internal audit of the MSMS and compliance with the PMSC (GTGP 5.2.1)
- Conduct a three yearly external audit (DP) and report (GTGP 5.2.1). Prior to this:
 - Conduct a three yearly review of the NPHC policies
 - Conduct a three yearly review of the NPHC powers
 - Conduct a three yearly review of the MSMS Lead Document
 - Conduct a three yearly review of the NPHC Emergency Response Procedures
 - Conduct a three yearly review of the OSCP and ensure approval by MCA
 - Conduct a three yearly review of the NPHC Fire Management Plans
- Complete an annual review of the NPHC Risk Register
- Conduct an annual review of the incident and near miss reports, identifying and approaching any patterns that may be forming.
- Ensure the Duty Holder publishes a signed commitment to the Code every three years in line with the new methodology developed by the MCA
- Conduct a three yearly review into the need for pilotage

External Stakeholders

Ensure monthly meetings are undertaken with the Advisory Board

External Training

Ensure that all employees working for NPHC have received adequate training and have the relevant experience to undertake their roles safely and efficiently. External training may include:

- Oil Spill Contingency (2p/4p/5p)
- RYA Power Boat level 2/Advanced (Commercially Endorsed)
- Fork Lift Truck
- Shore Mounted Crane
- First Aid at Work
- VHF Short Range Certificate

Internal Training

Ensure internal training is considered a matter of importance, and that every year the following are undertaken and recorded by those who need them:

- Annual oil spill recovery exercise x2
- Annual fire drill
- Annual fork lift truck – if not used regularly
- Annual shore mounted crane – if not used regularly

Periodic Reporting

- Undertake the monthly completion of all maintenance schedules, keeping all equipment in good and serviceable order.
- Ensure an annual PMSC compliance audit is undertaken by the Designated Person and that the DP reports back to NPHC (see section above)
- Complete an annual Oil Spill return form and send to the MCA

Environmental

- Research and use environmentally aware practises when undertaking tasks associated with harbour operations
- Record no major pollution incidents

Incidents and Near Miss

- Record no major incidents or injuries

Specific Targets for Period

- Ensure ongoing compliance with the Port and Marine Facilities Safety Code
- Further streamline staffing structure
- Conduct review of Designated Person
- Continue upgrade of marine infrastructure assets such as ladders, fenders, fender piles and mooring bollards
- Work to improve slipway operations