CORNWALL COUNCIL
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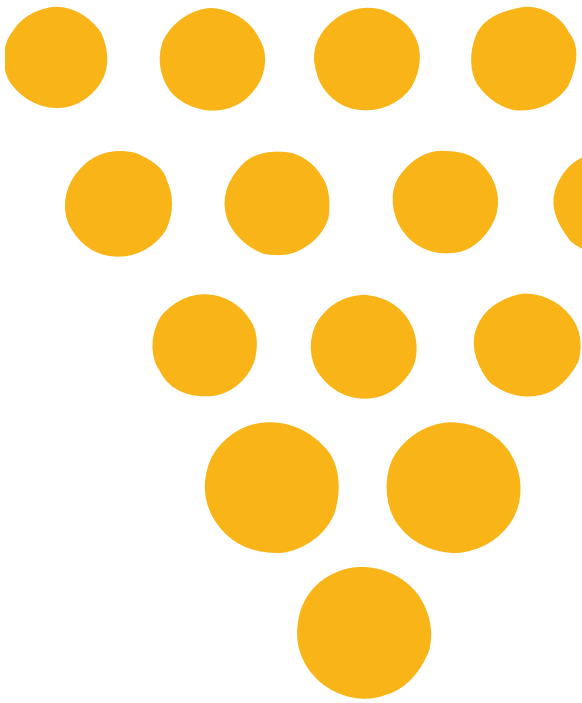
Cornwall Harbours Board Maritime Management Policies

Date 24/11/23
Issue Number – 2



This document lays down the Maritime Management Policies of Cornwall Harbours Board. The policy meets the standards required by the Port Marine Safety Code.

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1. AUTHORITY

Cornwall Council is the Statutory Harbour Authority for the harbours at Bude, Newquay, Portreath, St Ives, Penzance, Prince of Wales Pier, Penryn, Truro, Portscatho & Portwrinkle. A number of other non-statutory assets are also managed by the Maritime Service.

Cornwall Council is also Competent Harbour Authority (CHA) under the Pilotage Act 1987 for Truro, Penryn, Penzance & St Ives.

2. STATEMENT OF POLICY

As required by the Port Marine Safety Code (PMSC), Cornwall Council publishes its policies, plans and periodic reports, setting out how they comply with those standards and these are found below:-

- Cornwall Council as the SHA and CHA is committed to providing and operating their ports safely and efficiently for the benefit of all users and staff.

- Conduct regular reviews of all its activities and safety provisions to ensure that they remain the most appropriate and continue to be carried out to the highest standards.

- Ensure that the best standards of good governance and management current at any time are applied to their ports.

- Ensure authorised officers are aware of their environmental commitments and strive to ensure that their ports are managed in accordance with best practice.

- Continue to ensure that standards within their ports meet the demands of Government Policy and Regulation.

In discharging these duties Cornwall Council, through Cornwall Harbours Board, aims to safeguard its harbours, the users, the public and the environment.

3. MARINE SAFETY POLICY

The Cornwall Council and its staff will ensure marine safety by:

- Undertaking regular risk assessments.

- Providing a safe environment for navigation through aids to navigation and conservancy.

- Operate port infrastructure safely and efficiently.

- Regulating activities within the port as required by statute.

- Training and educating staff and stakeholders as appropriate.

- Apply strict application of the Port Marine Safety Code and its supporting Guide to Good Practice.

4. CONSERVANCY POLICY

Cornwall Harbours Board will use the most appropriate means to find, mark, maintain and monitor its navigable channels as appropriate by:

- Ensure that regular surveys are carried out to monitor the changing circumstances and conditions of the navigable channels. The period of survey of different areas is kept under constant review and surveys are conducted to conform to relevant International Hydrographic Office (IHO) Standards for Hydrographic Surveys.

- Promulgating, as appropriate, relevant hydrographic information to the United Kingdom Hydrographic Office (UKHO), Trinity House and harbour users.

- Recognise the need for maintenance dredging within berths and marinas. Cornwall Harbours Board will support dredging regimes undertaken where necessary to maintain efficient depths for the safety of navigation within the Harbours.

- Obtain necessary permissions for all dredging activities in accordance with the Marine and Coastal Access Act 2009.

- Ensure harbours are marked with lights, buoys and daymarks to ensure safety to navigation as a Local Lighthouse Authority under the Merchant Shipping Act 1995,

- Harbours meet the criteria laid out in the Provision of Lights and Navigational Aids (Trinity House Guidelines on the Provision and Maintenance of Local Aids to Navigation).

- Cornwall Harbours Board will assess the risk posed by all wrecks in the harbour area and its approaches and, as appropriate, promulgate the results.

- Cornwall Harbours Board will facilitate external audits of navigational aids by the appropriate authority to ensure compliance.

5. ENFORCEMENT & PROSECUTION POLICY

Statutory Harbour Authorities have powers to make Byelaws, General Directions and Special Directions. Contravention of Byelaws or Directions may result in prosecution through the Magistrates Court.

Cornwall Harbours Board may consider prosecution from time to time using other legislation such as the Merchant Shipping Act, the International Regulations for Prevention of Collision at Sea and the Pilotage Act should it be considered in the public interest to do so.

In making decisions about enforcement action, Cornwall Harbours Board will act in the wider public interest with a primary aim of securing a safe and pollution free environment.

Enforcement action can take the form of;

- A warning.
- Suspension or revocation of a licence issued in accordance with the Byelaws.
- A formal caution.
- Prosecution.
- A combination of any of the above.

In considering the appropriate enforcement action, the board members will take into account the following;

- The risk of harm to the public and others.
- What is in the public interest?
- The seriousness of the complaint.
- The explanation of the offender.
- Whether the matter is a recurrence.
- Whether there have been other contraventions of Byelaws or Legislation.
- The willingness of the alleged offender to prevent a recurrence of the incident.
- The availability of witnesses.
- The reliability of witnesses.
- The sufficiency of evidence.

Prosecution will be considered in the following circumstances;

- Where the alleged offence is a flagrant breach of Byelaws or legislation such that public safety or wellbeing is put at risk.
- Where the alleged offence involves failure to comply with a warning.
- Where there is a history of similar offences.
- Where the alleged offence involves risk of damage to the environment.
- There are other public interest factors mitigating in favour of prosecution.

8. ENVIRONMENT POLICY

The Cornwall Harbours Board are committed to maintaining certification to BS EN ISO 14001:2015 Environmental Management Systems for our current scope and the protection and conservation of the environment.

Cornwall Harbours Board shall seek to maintain and continually improve, wherever possible, high environmental quality through the strict adherence to environmental legislation and internationally agreed convention, directives and resolutions and other compliance obligations intended to prevent pollution and protect the environment.

Cornwall Harbours Board recognise the need to conserve the natural environment of the waters under their control through sound environmental management. Environmental policies for the Ports will ensure, wherever possible, that duties carried out by harbour staff and recreational and commercial activities within the areas of jurisdiction will take place without any adverse effects on the quality of the environment.

Cornwall Harbours Board Environmental Policy and Objectives, Targets and Opportunities will be made available on-line and at the Harbour Offices to all staff, interested parties and harbour stakeholders. The Objectives, Targets and Opportunities are set and reviewed annually which helps us to monitor progress and ensure we are continually improving.

The waters within the control of the Cornwall Harbours Board are of National and European importance and include many areas that have an environmental designation i.e. Sites of Special Scientific Interest, Areas of Outstanding Natural Beauty, Heritage Coast, Special Area of Conservation, Special Protection Area and Marine Conservation Zones.

It is the Cornwall Harbours Board intention to work closely with environmental agencies to ensure that the quality of the environment is improved upon, thereby enhancing the natural resources for future generations. The Harbour Authorities will work collaboratively with the Local Authority and environmental agencies in the mitigation and adaptation to climate change.

They shall also seek to influence and encourage users of the harbours and suppliers of services to adopt practices compatible with the aims of the environmental management system.

It is believed that educating and training employees and raising awareness with stakeholders, interested parties and the public, on the importance of conserving and enhancing the environment will contribute to achieving environmental goals.

The Environmental Policy Statement and objectives and targets will be reviewed on an annual basis to ensure they remain current and are documented, implemented and maintained to that effect.

9. TRAINING POLICY

Cornwall Harbours Board recognises that the successful implementation of the Harbour's Marine Safety Management System can only be achieved through a policy of continuous training with regular reviews of specific training requirements. Cornwall Harbours Board requires all staff to be competent (meaning trained, qualified and experienced) in their roles as detailed within the Training Matrix.

Cornwall Harbours Board will directly provide or arrange training where appropriate for all members of staff in order to provide PMSC Compliant Maritime Services and meet the required standards of each role. Maritime staff are to be suitably trained and qualified to a minimum national standard.

- Internal and external training requirements are set out in detail for all roles within the Training Matrix (essential, including internal mandatory training, or desirable)

- Safety training is regarded a primary function of an effective Marine Safety Management System, as it is with all Health and Safety matters. It is essential that all involved in the management and operation of the port are trained to perform their roles safely.

- The main training profile for the Cornwall Harbours Board is to ensure that all members of staff are qualified to operate Harbour vessels and the equipment used in the daily operation of the Ports and Harbours. This includes the re-validation of these qualifications where necessary.

- There will be induction training for any seasonal staff prior to commencing their duties, in line with the requirements of the Port Marine Safety Code and the Cornwall Harbours Board Training Matrix.

- It is vital that new members of staff are promptly qualified in those areas where deficiencies are recognised. Staff will not be permitted to undertake tasks without supervision unless they are adequately trained.

- Members of staff are trained both internally and externally to achieve the requisite level of competence. The importance of "on the job" training in

the workplace is not underestimated. Ongoing in-house training forms an invaluable part in achieving high standards of safety and of quality.

- Records of training will show clearly the type of training and the date received. As well as a schedule of future training requirements and certificates issued.

- All mandatory, statutory and required training will be delivered, resources made available to achieve this and revalidation of qualifications required where necessary.

- Regular management meetings are held for each harbour which ensures that all training and certification records are updated as well as identifying compliance, future training needs and revalidation requirements.

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29 January 2024

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