



DUCHY *of* CORNWALL

HARBOUR OFFICE, ST. MARY'S, ISLES OF SCILLY, TR21 0HU

Telephone: (01720) 422768, fax {01720} 423980

www.stmarys-harbour.co.uk E-mail: hm@stmarys-harbour.co.uk

Harbour Master: Dale Clark

Minutes of Harbour Users Group meeting. 25/05/06

Present

Dale Clark	Harbour Master	DC
Alan Hartwell	Assistant Harbour Master	AH
Mike Shave	Assistant Harbour Master	MS
Jeremy Phillips	SMBA/ Pilots	JP
John Peacock	St Agnes Boating	AB
Mervyn Bird	ISSCo	MB
Mike Knapman	Island Carriers	MK
Terry Perkins	St Martins Boating	TP

1. Apologies

Robert Francis	Fishermen's Association
Richard Mills	Sailing Centre/ Harbourside
Peter Hicks	ISSCo Lyonesse Lady
Kevin Ayres	ISSCo Scillonian/ Gry
Tim Fortey	Small Pax Vessel
James Stedeford	Bryher Boats
Ian Sibley	Sibleys Fuels

2. Approval of minutes of previous meeting.

There was no feedback from the last circulated minutes.

3. Matters arising

DC spoke briefly about the recently undertaken Navigational Risk Assessment and the subsequent updates to some harbour procedures including the promulgation of local notice to mariners which are now sent directly, via email, to all stakeholders, as well as being available to the public through the harbour's website.

AH said that the website has seen significant improvements and that extra information such as our Port Waste Management Plan, Policies, and our Port Marine Safety Code Compliance. DC mentioned that there were a few up coming events including the 'round island race' and the inter island walks during the large spring tides in September.

DC spoke about how the harbour byelaws were outdated and that we envisage a time scale of around a year to rewrite them before addressing the HUG members prior to sending them to the parliament.

DC went on to speak about the suggested visibility guidelines and that they seem largely unenforceable but would be addressed in due course.

DC spoke about a funding application for a 15m extension to the quay, allowing for the easing of congestion around the middle steps.

4. Marico Marine Audit

DC told the hug members that a Port Marine Safety Code Audit was carried out by Marico Marine and whilst the harbour was found to be operating well, was found wanting in some areas. The audit concluded with a list of tasks in order of priority and timescale.

DC said that St Mary's Harbour has sent a letter of compliance to the MCA which was subsequently approved and returned.

5. Navigational Risk Assessment.

DC spoke about how, as a result of the Port Marine Safety Code Audit, Marico Marine were tasked with undertaking a Navigational Risk Assessment of all marine operations within the harbour and within the competent Harbour Authority (Pilotage) area.

DC said that the outcome of the assessment was very good and that all recognised risks were at an ALARP level.

A hydrographic survey needs to be undertaken and it is hoped that this will have been done by December.

DC commented that up to now, there had been no traceable accident and near miss reporting system in place. Since starting in September 2010, a significant database has been collected and we are on the look out for any trends which may emerge (the collection of incident reports was then handed out for HUG members to read).

DC added that nothing was highlighted as being dangerous.

6. Quay Access- Vehicular and Pedestrian

DC spoke about the dangers of vehicular pedestrian interface on the entrance roadway to the quay. It was noted that there has never been a recorded incident of this type.

DC spoke about the 'gentlemen's agreement' in which HGV's do not use the quay between 0930 and 1030.

MK said that he really does try to avoid using his larger vehicles during this time but that he doesn't want to end up with redundant staff during this period. He also suggested that he is aware of its unimportance during quiet days.

DC described an exercise that took place in which cones were placed at the entrance to the quay during this time for one day which caused upset to Ian Sibley who said that he should not have restricted access as he has a tenancy agreement on the Quay. DC agreed.

Various options for relocating the ticker kiosk on old quay were discussed to remedy the situation and DC suggested moving the kiosk further east along old quay.

JP pointed out that this had been tried before and was stopped (externally) during the planning stage.

DC suggested that there should be more effort from the hauliers to watch their speed and that there should be more effort from the members of the boatmen's association to manage their queues.

DC concluded by suggesting that hauliers avoided the area between 0945 and 1015 during busy times. DC said that he would speak to Richard Hand and Sibley's Fuels on this matter.

7. Quay Crane

DC said that the Duchy of Cornwall have secured partial funding for a 500kg unloading davit to be placed to the seaward side of the middle steps for use by fishermen and the Isles of Scilly Steamship Company.

TP suggested that this minimises the room available for vessels within the middle steps and could cause problems and asked if it was moveable.

DC responded by saying that the crane will be mounted on a concrete base and could be moved, but only after the expense of moving the necessary cabling.

8. Off Island Quays

DC spoke about the Harbour Authority taking on the direct management of the off island quays. He spoke about his consultation visits to the various islands and the general agreement and need for (local) freight handlers to have access to proper personal protective equipment. DC went on to say that the Duchy was supplying the quays with information boards and fire extinguishers to complement the mitigations already in place.

TP suggested that a plastic chain would be beneficial at the bottom of Higher Town quay to enable passengers to be safely loaded across the end of the quay when freight operations are underway.

AB commented that there appears to have been a significant increase in swimming from St Agnes quay over this season.

DC concluded by saying that the

1. Introduction and welcome from Harbour Master

- DC welcomes and describes the purpose of the Harbour Users Group (HUG) i.e. to glean information from relevant stakeholders about new and ongoing harbour topics. The HUG should be the first public ‘port of call’ for new projects and ideas about the Harbour.
- The group may not stay the same and may include, in the future, RNLI, Ambulance Trust and Sibley’s.
- At this time we envisage the group to meet every two months but for the time being are open to change.

2. Background to the Port Marine Safety Code (PMSC)

- DC describes that the PMSC was developed in 2000 and updated in 2009. The PMSC refers to existing legal duties and powers that affect Harbour Authorities in relation to marine safety.
- The PMSC is primarily intended for the ‘duty holder’, in this case, Chris Gregory.
- It describes that Harbour Authorities must:
 1. Be aware of our existing powers and duties
 2. Appoint a ‘designated person’
 3. Develop a ‘Navigational Safety Management System’
 4. Employ formal risk assessments
 5. Employ competent and qualified persons
- DC says that we are looking to employ Capt. Mike Sutherland as our Designated Person.

3. Navigational Risk Assessment.

- DC says that around the middle of June we are expecting the return of Marico Marine to undertake our Navigational risk assessment. DC describes that this document underpins the entire PMSC as far as the Harbour is concerned and has failed to be carried out in the past. During this process they would like to meet individually with all members of the Harbour Users Group for discussion. No objections.

4. Local Notice to Mariners (LNtoM)

- DC tells of the new LNtoM promulgation list. The notices are used to report any new directions within the Harbour as well as minor changes, temporary works, restrictions

or faults within any part of the Harbour's infrastructure. All members of the HUG will be added to the list unless there is any objection. No objection.

5. Harbour Byelaws

- DC hands around copies of byelaws and states that they have not been updated since their inception. Updates have been initiated but never completed but we aim to start an update this year.

6. Off Island Quays.

- DC says that we are expecting to take over the Off Island Quays shortly. These have always been in Duchy of Cornwall control but with the (new) quays in place the management needs to be up rated. He describes that local boatmen will need to take some responsibility for the directing of the public when they drop off and pick up.
- DC states that the quays will be non smoking areas
- AB asks why
- DC responds by saying that to differentiate between areas on quays will be difficult due to the various options and it is entirely more straightforward to ban smoking within the whole area.
- DC says that the biggest problem we face (with off island quays) is freight operations.
- KA asks what constitutes a freight operation
- DC replies saying that all movement of freight from ship to shore or vice versa can be described as a freight operation. And that we are looking into the possibility of arranging localised training for those off islanders who carry out hooking and unhooking procedures and that our insurers are currently looking into it. It is noted that any cost of provisions would most likely need to be passed on to the customer through increased freight charges and this is something both the Duchy and the ISSCo are keen not to happen.
- AH asks if the responsibility should lie with the ISSCo and not the Duchy, as is the case with freight on St Mary's Quay.
- PH describes a near miss which he saw on Higher Town quay which goes some way to solidify the need for mitigation in these areas.
- JP asks if he (and his colleagues) will be required to ask their passengers to use the designated walkways even when there are no freight operations being carried out.
- DC responds with 'yes, there may still be freight and associated debris in the area'.
- PH/KA suggested that the best way forward is to consult those on the off islands who regularly take part in load and unloading duties.
- DC agrees.

7. Future Items

7.1 Quay Crane

- DC suggests that the crane project is still ongoing and that he is currently sourcing new quotes in anticipation of funding becoming available later in the summer.
- PH says there is no ladder in the anticipated berth.
- DC responds saying that it will be a two person operation and that the vessel in question will need to drop someone off at the new steps to operate the davit.
- JS asks if the fishermen will be required to use the crane for loading bait as the current practice is his only bugbear with the Harbour as the smell that ends up on the passenger vessels can be extremely offensive.
- DC responds with 'yes' and states that an annual charge will be put in place for use of the crane.

7.2 Porthloo Boat Park

- DC briefly describes that we are looking for funding to improve the Boat Park. This will include a new slipway, levelling of the land, reclaiming trackway and the

positioning of electricity and water points throughout. We would like work to start in 2012.

• **7.3 Harbour Speed Limit**

- DC says that he would views on a potential increase in the speed limit of up to 6 knots as the current 3 knots is unmanageable for the majority of vessels.
- JP/PH/JS/TF all think that this is too fast.
- PH states that it would be a shame to raise the limit and then have an accident within the Harbour.
- AB suggests changing the wording to 'dead slow'.
- AH agrees that this would be easier to enforce than a specific number.
- DC states he will leave the limit as it is and that the Harbour Staff will monitor the situation.

7.4 Visibility Guidelines

- DC describes that we need to have accountable and measurable guidelines for the use of the Harbour within restricted visibility and says that the Harbour may close after certain levels have been met.
- KA shows concern as there is more chance of a double Scillonian sailing during this type of weather.
- JP asks what will happen if people have left the Island for the day and then fog closes in.
- DC describes that the guidelines are more or less unenforceable.
- AH shows concern that we will be creating a danger by restricting access in reduced visibility as vessels may end up congregating in the entrance.
- RM asks if the guidelines could include permission from the HM to carry out movements.
- DC says that fog guidelines clearly need looking at and will do so before next meeting.

7.5 Gig Weekend

- AB asks if gigs can be restricted from going through the turning area during the weekend.
- DC responds by saying we will look at it next spring and it can be addressed at the coxes meeting and through the WPGC committee.

7.6 Traffic

- JP asks if we can ensure that the restrictions in lorry movement times are enforced as it seems to have lapsed.
- DC agrees

7.7 Queuing of SMBA passengers

- DC asked JP if the SMBA passengers could queue along old quay to alleviate causing a hazard within the road way.
- JP responded by describing that they had looked at moving the kiosk further down old quay to solve the problem but the project was turned down at the planning permission stage due to the listed status of the building.
- DC stated he would look into it.

ACTIONS

1. Employ Capt. Mike Sutherland as DP – Pending suitability.
2. Marico Marine to undertake Navigational Risk Assessment.
3. Make sure all members are on our LNtoM list.
4. Update Harbour Byelaws.
5. Consult off island freight handlers in conjunction with ISSCo.
6. Monitor Harbour speed limit.
7. Investigate Harbour visibility guidelines.
8. Remind hauliers of restricted movement times/ enforce.

9. Investigate moving SMBA kiosk.