



**Port of Wisbech Harbour Authority**  
**Harbour Office, The Boathouse, Wisbech, CAMBS, PE13 3BH**  
**Tel: 01945 588059 e-mail: [PortAuthority@fenland.gov.uk](mailto:PortAuthority@fenland.gov.uk)**

8<sup>th</sup> January 2024

## **Port Marine Safety Code - Duty Holder's Summary of Performance of Safety Management System for 2024**

### **1.0 Introduction**

Wisbech Port Authority (WPA) is the Statutory Harbour Authority (SHA) for the approaches to as well as along the River Nene and the Competent Harbour Authority (CHA) for the waters of the Nene Ports Pilotage Area with a jurisdiction from Bevis Hall (between Wisbech and Guyhirn) downstream to the Nene Roads Safe water buoy in the Wash.

Fenland District Council has the responsibility for the Municipal Port of Wisbech.

There are two operational ports situated on the river Nene, Wisbech Port is owned by Fenland District Council and operated by a private entity Port of Wisbech Ltd and Port Sutton Bridge which is owned and operated by Port Sutton Bridge Ltd.

The Port Marine Safety Code, published by the Department of Transport (DfT) requires harbour authorities to publish a safety plan for marine operations. The WPA Marine Safety Management System Manual (MSMSM) has been developed to meet the requirements of the Code.

### **2.0 Policy Statement**

The Port of Wisbech Harbour Authority is fully committed to providing a safe environment for any person within the harbour limits. The MSMSM has been formulated in such a way as to embrace all of the concepts and standards of the Port Marine Safety Code. The system has been implemented following a formal risk assessment with the findings of that assessment informing the system which will be reviewed on a regular basis or as external factors and changes in marine operations dictate.

### **3.0 Plan Objectives**

The Fenland District Council is committed to:

- The continued development of a culture of safety within all spheres of operation of the Port of Wisbech Harbour Authority through formal risk assessment
- Complying with and keeping under review existing powers and duties
- The provision of adequate resources to enable the effective operation of the system's safety plan, policies and procedures
- The provision of adequate resources to allow Marine Services to manage commercial operations and to carry out their duties effectively and safely
- The provision of competent people responsible for safety of navigation and high quality training programmes
- The promotion of safety as one of the important responsibilities of all employees

## 4.0 Annual report

Following an assessment of the WPA operations during the past year I am pleased to report that the objectives within the MSMSM have been met.

### 1) **MSMSM**

A formal review of risk assessment was completed in October 23 with updates to the MSMSM completed by January 2024.

All marine staff have been provided with, and signed for, a copy of the MSMSM document that they are required to understand, comply and also contribute to updates where applicable.

The Designated Person role under the MSMSM is fulfilled by Strategic Marine Services Ltd (SMSL) with its Director Capt. C. N. Hallam nominated to support WPA.

### 2) **Navigational Incidents**

There was 1 incident during 2023, there was in total 7 near miss reports received, an appropriate assessment has been undertaken by the Harbour Master and lessons learnt incorporated into the operational procedures and the MSMS where appropriate.

### 3) **Conservancy and Hydrographic Surveys**

The provision and maintenance of Aids to Navigation met the requirement of Trinity House as the General Lighthouse Authority.

Surveys undertaken for the purposes of safety of navigation were all carried out in accordance with the agreed survey programme and shipping movements.

### 4) **Pilotage Services**

All pilots were assessed by an external independent qualified Pilot. Pilot's licences were all issued following the assessments. All pilots maintain their local knowledge with regular low water inspections of the navigation channel.

### 5) **Personnel Training**

External training and staff undertook courses and training where applicable.

### 6) **Liaison and Consultation with Stakeholders**

Regular consultations have been held with port operators and other river users and the adjoining Authorities' Harbourmasters.

### 7) **Audit of the Safety Management System**

The annual Audit was carried out in 15<sup>th</sup> & 16<sup>th</sup> October 2023 by the Designated Person from SMSL found no major deficiencies and resulted in an overall score of 93.8 % compliance with further recommendations & enhancements which have been subsequently addressed.

### 8) **Management Review**

The annual review of the MSMS was undertaken jointly by the Designated Person in conjunction with the Harbour Master, Assistant Harbour Master & The Yacht Harbour manager. The next audit is due in October 2024

The Port Management Group (PMG) chaired by the Duty Holder meets on a regular basis to review and update safety issues. The role of the Duty holder is now

undertaken together by Carol Pilson (Corporate Director) & Peter Catchpole (Corporate Director and Chief Finance Officer)

**9) Legislation/Jurisdiction**

Legislation has been reviewed at monthly PMG meetings and considered relevant and does not require updating. The limits of jurisdiction remain unchanged for the Port of Wisbech Harbour Authority.

Carol Pilson  
Corporate Director and Duty Holder  
Fenland District Council

Peter Catchpole  
Corporate Director and Duty Holder  
Fenland District Council