

Newport Harbour Get Well Plan - Version 1.0; 24.08.18					Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19			
No.	Action	Sub action	By Who	By When	Comments																												
		Green - Complete Amber - Planned completion date Yellow - when it will be started																															
1	Duty Holder training	Designated person to provide PMSC related training for the Harbour Board	DF	22.08.18																													
2	Reporting PMSC audits to the Duty Holder	Annual Harbour Reports	LE/SN	Jan																													
		Designated Person annual audit and report	DF	Oct	Marico to deliver																												
		Senior Harbour master annual report	JB	Apr																													
3	Safety Plan	Agree and publish the Safety Plan showing how the standards in the code will be met (every 3 years, 2018, 2021, 2024)	Harbour Board		Include annual review by the board																												
4	Regular meetings	Harbour Board - Confirm attendees, Senior Harbour Master, Designated person etc.	Harbour Board	Jan-18	Agreed in terms of reference																												
		Set dates (quarterly) for meetings			To be confirmed at first board meeting																												
5	Monthly Safety Reports	Forwarding these to the Harbour Board	JB	Monthly	Monthly reports already issued by SHM																												
		Forwarding these to the Designated Person																															
		Forwarding these to the Health Safety & Welfare Services																															
6	Update Harbour Revision Order (HRO)	Submit to the MMO	HM/SN	Nov-17	Submitted 20.11.17																												
		Formal consultation	HM/SN	Apr-18	16.03.18 to 27.04.18.																												
		Resolve comments/objections and notify MMO	HM/SN	30.09.18																													
7	General Directions	Informal consultation to include Harbour user group	JB	TBC	This can only follow after the new HRO is approved																												
		Submit to the MMO	JB	TBC																													
		Formal consultation	JB	TBC																													
8	Preparedness for emergencies	Obtain MCA sign off for Oil Spill Contingency Plan (OSCP)	SN	Dec-17																													
		Implement Oil Spill Contingency Plan	JB	Oct-18	In consultation with CHC																												
		Set date for Oil Spill Contingency Plan exercise plan	JB	Nov-18	In consultation with CHC																												
		undertake Oil Spill Contingency exercise	JB	Jan-19	In consultation with CHC																												
		Update Emergency Plan and re-issued	JB	Nov-18	Agree list of consultees																												
9	Marine Safety Management System	Refresh Safety Management Manual	JB	Oct-18	To be drafted with the new draft General Directions in mind																												
		Refresh Standard Operating Procedures	JB	Oct-18																													
		Refresh Daily checks sheet	JB	Oct-18																													
		Refresh:Weekly checks sheet	JB	Oct-18																													
		Agree the draft General directions	JB	Oct-18																													
		Assess changes necessitated by proposed HRO and draft General directions	JB	Oct-18																													
10	Navigational Risk Assessment	To review the general Navigational Risk Assessment	JB	Nov-18	To be undertaken by Marico																												
		Review Navigation Risk Assessment for commercial vessels	JB	Nov-18	To be undertaken by Marico																												
		Consider communication with vessels (LPS or VHF)	JB	Nov-18	Trial for summer months using IWC staff																												
		Discuss and agree NRA with the stakeholders/user group		Nov-18																													
11	Commercial vessels manoeuvring simultaneous in the confines of Newport Harbour	Confirm ownership of all vessels	JB	Sep-18	Ongoing																												
		Request and review their vessel insurance details	JB	Oct-18	Draft registration of commercial vessels operating with Newport harbour																												
		Request and review their Operating Procedures	JB	Oct-18	This will be requested once the ownership and insurance have been confirmed																												
12	Incident /accident reporting procedures	To be reviewed to cover waterborne incident/accident	JB	Sep-18	To incorporate the Solent incident and accident reporting form																												
		To be reviewed to cover dry incident/accident	JB	Sep-18																													
		Stakeholder consultation on the above	JB	Oct-18																													
Marine licensing	Liaise with Isle of Wight Council licensing department to review the boatman, Taxi, work boat and rental boats licensing	JB and Licensing	Sep-18	Being updated by Licensing																													
	Nov	Licensing	Sep-18	IWC Licensing																													

website

New Newport Harbour website to be developed

JB/LE

Apr-19

