



Hayle Harbour Act 1989

## Hayle Harbour Advisory Committee

Wednesday, 14 January 2015, 2PM

Passmore Edwards Institute, Hayle

### MINUTES

Minutes of the Hayle Harbour Advisory Committee Meeting held at the Passmore Edwards Institute on Wednesday, 14 January 2015.

#### PRESENT

Members Cllr John Bennett (Chairman), Julius Betterman (Wave Hub), John Carter (HFA), Mike Collier (MCA-retired), Cllr John Coombe (Cornwall Council), David Flumm (RSPB), James Hardy (Cornwall Council), Cllr Richard Glanville (St Ives TC), Louise Gratton (SOS), Peter Haddock (Harbour Master), Lech Kwiatowski (HFA/HCBO), Cllr Robb Lello (HHUA), Vaughan Robbins (Natural England).

The meeting commenced at 2pm.

#### 15-001 WELCOME, INTRODUCTIONS AND APOLOGIES

Apologies were received from:

Simon Clark (ING), Cllr John Pollard (CC), Cllr Anne-Marie Rance (SOS)

#### 15-002 CHAIRMAN'S ANNOUNCEMENTS – FOR INFORMATION ONLY

It was announced with regret that Cllr Howard Lyons had died at the end of December.

Congratulations were offered to Mike Collier on becoming Harbour Master of Mousehole.

#### 15-003 APPROVAL OF MINUTES OF 8 OCTOBER 2014 AND MATTERS ARISING

Approved. Matters Arising: None.

#### 15-004 HAYLE HARBOUR AUTHORITY LTD. - HARBOUR MASTER'S REPORT

The Harbour Master presented his report. Additional notes & comments:

Audit Item 3. The duty holders are coming next month. There has been follow up via conference call.

Audit Item 5. The HM is worried about staffing levels. There was a question about the need for a siren at the end of the spit to alert to sluicing. For sluice automation: ASDA has committed £3k, SOS £2k, Gary Cartmell £1k. We need an estimate from Western Electric for the installation of a power supply to both sets of gates.

HM



## HARBOUR MASTERS REPORT TO HHAC 14<sup>th</sup> January 2015

### 1 Operational report

#### October

- Five vessels Bonito, Faeton, Isla Bea, Tiger Lilly and Crest were lifted out onto East Quay to dry berth for the winter
- Plymouth University / wave hub at the harbour office to discuss Estuary maintenance
- HM attended a Business law and Health and Safety seminar at Rosewarne manor
- Capt Trevor Harris Seemarks auditor for Trinity House at Hayle
- Securiguard intruder alert. DHM attended @ 2155 No signs of entry (false alarm)
- Gary Cartmell at the harbour office re Consultation process.
- South West Ports meeting at Fowey
- HM meeting with B&K re sluicing
- HM meeting with NCI St Ives
- Timeline photography of the estuary completed by DHM
- CCTV basic system installed at the harbour office
- Dolly P on ladder 26 NQ for the winter
- Seahorse dry berthed for the winter on East Quay

#### November

- Karen Prichard (Heritage) on site re signage for South Quay
- HFA meeting harbour office
- Simon Clarke meeting Harbour office
- Seaman's Mission Superintendent from Newlyn courtesy call to see HM
- Adagio, Pixie and Footloose lifted out onto East Quay to dry berth for the winter
- AY Queen seen to be listing on its wall mooring; DHM investigated and found a short end tied of to the ladder. He cut the rope and the vessel righted.
- NCI St Ives Committee meeting at the harbour Office
- Diesel sighted on the water along North Quay. Vessel owners contacted and instructed to check their vessels for any overboard discharge.
- Maid Mel not sitting on its mooring correctly this was due to the rolling fender which needed re-mooring. Owner informed who had the problem corrected.
- HFA Davits annual Load test completed.
- British gas instructed re meter for public realm lighting on South Quay
- HM raised his concerns to Dave Slatter CC re tombstoning from the new Penpol bridge when it is constructed
- HM to instruct St Ives NCI re- distress signals and VHF Digital Selective Calling (DSC). Cancelled on advice from ING until Liability insurance is amended to include instruction to non employees of HHAL.

#### December

- PMSC external audit report received from the DP Capt Rob Atkinson
- Management meeting with the Harbour Board
- Environment Agency launched from the slipway to conduct water sampling
- South West Ports meeting Plymouth

- Letter from CEFAS re E.coli at the harbour office mussel bed

## HM Report

### 1 Harbour Board

Following the closure of the ING RED (UK) London office at the end of December 2014, the Harbour Board members consists of Mr Hein Brand Chairman and ING Real Estate B.V. The Safety Management System has been updated to reflect this change.

### 2 PMSC External Audit

Capt R Atkinson completed his external annual audit of the PMSC The audit was comprehensive and examined all marine operations and associated documentation of HHAL's Safety management system. His letter to the harbour board is as follows.

Mr David Alker,  
Hayle Harbour Authority Ltd  
The Old Customs House  
North Quay  
Hayle  
Cornwall  
TR27 4BL  
1<sup>st</sup> December 2014.

Dear Mr Alker,

#### **Hayle Harbour Authority Ltd – Annual Audit of the Port Marine Safety Code**

As the designated person for HHAL I have recently attended the harbour to review the marine operations practices and the safety management system with the Harbourmaster, Mr P M Haddock.

In assessing the harbours performance against the Port Marine Safety Code I have used the Maritime and Coastguard Agencies – “Guide to good Practice on Port Marine Operations” Aide Memoire – a completed copy of which is included with this letter and forms part of the audit report.

I am happy to confirm that in my opinion the HHAL are competently discharging their statutory duties as a harbour Authority and complying with appropriate requirements of the Port Marine Safety Code.

The Safety Management System employed is working efficiently and the audit has showed a high level of compliance for a relatively small harbour with minimal staffing and resources.

I would like to draw your attention to the following points which have been highlighted during the audit process:

1. A thorough and comprehensive internal audit was carried out by the harbourmaster in August 2014.
2. Hayle Harbour is in a transitional period and I am informed that it is likely to eventually become a ‘trust port’ rather than a privately owned harbour. I think it needs to be reinforced to all concerned that the Duty Holder (and ultimately the organisation which is likely to be held accountable for all incidents and accidents

within harbour limits) remains as ING until such time as the ownership of the harbour is formally transferred to another organisation.

3. Regular meetings between the Harbourmaster and the duty holders (ING) are becoming less frequent and more sporadic. Although phone / email communication between individuals appears to be effective, I feel it is essential and 'best practice' for a regular, formal harbour board meeting to take place. Many harbour orders dictate a monthly meeting, however if this is overly incumbent perhaps a quarterly meeting in conjunction with the monthly harbourmasters report would be more realistically achievable. For the avoidance of doubt, I would not consider the regular meetings of the Harbourmaster with HHAC to be a formal harbour board meeting.
4. The recent acquisition of a harbour vessel has required further risk assessment and training which has been competently achieved, however I would recommend that HHAL looks into the appropriate coding for the vessel, as she is not operating within categorised waters. Whether she is operating commercially or not, achieving the appropriate coding demonstrates the harbours commitment to high safety standards and serves well should an accident occur in the future.
5. The commencement of sluicing operations in 2015 will need a careful risk assessment and further thought as to the manning requirements and working patterns of employees. Staffing levels have reduced from 6 employees to 2 and lone working, particularly during the non-office hours when sluicing is likely to occur is likely to be a high risk activity. As a minimum, I recommend some sort of lone working alarm system is put in place.
6. The state of the main navigational channel into the harbour is still registered as HHAL's biggest risk. The position of the channel itself is, of course, virtually impossible to control with rapidly shifting sands influenced by tidal currents and weather patterns. Careful monitoring of the channel is achieved by timeline photography and aerial photography and notices to mariners are broadcast when major changes may affect traffic into and out of the harbour. Hydrographic surveying is difficult and costly, however more simplified surveying packages are commercially available and now the harbour has its own launch, there is a platform to gather the data should such a package be purchased.
7. The harbours emergency plan is currently under revision and consultation with the relevant stakeholders is underway.
8. Much time and effort has been spent to produce a comprehensive and accurate set of Standard Operating Procedures for the harbour. These SOPs are clearly written and effective guides which provide an accurate procedure for many of the day to day routines undertaken by the harbour staff.
9. HHAL has applied for the power to make harbour directions which are seen as a more expedient way of achieving the functions which used to be fulfilled by bye laws. The results of the application are expected early in 2015.

10. Regular accident and incident reporting to the board is currently achieved via the harbourmasters monthly written report.

In general terms I am of the opinion that Hayle Harbour is safely and effectively operated and I think that the two staff members should receive recognition for the time and effort they have put in to get such a comprehensive safety management system in place and functioning correctly.

Yours Sincerely,

Capt R M Atkinson.

### **3 Near Miss with Unlit Vessel**

I omitted to include this incident in my October's report which was reported to me by Mr Peter Ghey. He was proceeding to sea at approximately 0540 on the morning of 11<sup>th</sup> August 2014 and whilst making a starboard turn into the main navigable channel off South Quay Mr Ghey identified an unlit rowed vessel directly under his bow; at which point a bright torch was shone at his wheel house, he took immediate evasive action to avoid a collision by putting his wheel hard to starboard went full astern to stop his vessel and sounded one short blast. The unlit vessel crossed his bow then passed close down the port side and he was able to identify the unlit vessel as a gig. On receipt of Mr Ghey's report I contacted the Hayle gig club who confirmed that one of their gigs had been on the water that morning. I asked the club secretary to explain why the club had allowed an unlit vessel to be on the water during the hours of darkness. Following an internal investigation I was informed that the club had been wrongly advised with regard to the navigation lights gigs should display.

I advised the club of the appropriate navigation lights which must be displayed for the size of vessel and instructed the club that they were not to operate between sunset and sunrise until such time as their all their gigs have been equipped with the correct navigation lights. The club secretary has since informed me that navigation lights have been fitted and has asked that I convey the clubs apologies to Mr. Ghey.

### **4 Oil Pollution**

Hammonds who are undertaking the repair works to the old swing bridge have a diesel dump onsite that is situated in a lorry container. It would appear that an attempt was made to steal fuel from the dump. During the incident a drum was tipped over and the contents entered the harbour causing pollution hazard to which a tier 1 response was required. The requirements of a tier 1 response are characterised as being related to operational activities at a fixed location. The capability would generally include the provision of local resources, trained personnel and specialised locally sited equipment maintained in readiness for a rapid response. All stakeholders were informed of the incident and Hammonds the contractors responsible cleaned up the spill under the supervision of the DHM and the Environment Agency.

### **5 E.coli**

The Centre for Environment, Fisheries and Aquaculture Science (**CEFAS**) recently conducted a sanitary survey of the mussel beds that are situated at Carnsew and opposite the harbour office. This is part of the ongoing testing programme to obtain a classification for the beds. The following has been extracted from the sampling report.

The *E. coli* result from the Copperhouse outlet channel was very high, such that it fell within the 'prohibited' category. I strongly suspect the cause of this was a presumed

surface water pipe which was flowing at the time and was carrying the kind of levels of bacteria that you'd expect in sewage. I am not 100% sure that it is not the outfall from the adjacent sewage pumping station as there are two pipes next to each other. I attach a google street photo of the two pipes in the vicinity, and a separate more distinct photo of the contaminated pipe. Do you know if I've got this right, or is the contaminated one which was flowing actually from the pumping station?

I will make the Environment Agency aware of this pipe (and its proximity to a commercially exploitable mussel bed) so they can investigate, and undertake any corrective action as required. It may be that there are some misconnections feeding into it if it is indeed a surface water pipe. If it was actually the CSO then it should only discharge very occasionally.



I am aware that SWW engineers have been checking their pipes with cameras and await the results of the Environment agency investigation. This is a serious health hazard therefore It is essential that the source is found as the contamination will affect harbour activities / operations and fishermen who draw water from this area of the harbour to flush impurities from shell fish prior to going into the food chain

## 6 NCI St Ives

I was approached by the deputy manager and the training officer of the Station who requested that I became involved with their winter training programme to which I agreed as I saw this as an opportunity to further strengthen our working relationship. However on the advice of my line manager I checked with our insurers who informed me that the Authorities insurance did not cover me for the training of non employees. Therefore until this can be rectified it has been necessary for me to decline the NCI's request to instruct their volunteers.

I have since received the following letter from the stations deputy manager



John Farrell (NCI Deputy Manager, St.Ives)  
33 Meadowside Close,  
Hayle,  
Cornwall, TR27 4JL.  
Tel: 01736 759652.

Ref: Hayle Harbour

Dear Sir,

I am writing to say how much we appreciate the help and support given to us by the Hayle Harbour Authority through the persons of the Harbour Master Peter Haddock and his Deputy, Ken Routledge.

The ongoing development of the Port has resulted in increased traffic in and out of Hayle. Our work has been facilitated by the enthusiasm and cooperation of the Harbourmaster and his staff.

We regret that we put Mr Haddock in a potentially embarrassing and /or compromising position by asking him to contribute to our winter training programme. You will understand that increasingly, NCI personnel/volunteers do not have a nautical or Maritime background, and that being so, we are keen to access the expertise of professional mariners. We very much hope that Mr Haddock will be able to contribute to the programme in the future, joining other contributors such as St.Ives Harbourmaster Steve Bassett, Capt Eric Kemp and RNLI personnel.

We would like to extend an invitation to members of the Harbour Authority to visit our station and see how we monitor the seafaring traffic in and out of Hayle and the equipment and systems available to us in carrying out our duties,

Yours sincerely

John Farrell, Deputy Manager



HM Customs & Excise Anti Drugs Partner

National Coastwatch Institution is a Charity Registered to save lives around our coast No 1045645

## **7 Appointments**

I would like to Congratulate Mr. Mike Collier MBE on his appointment as the Harbour Master for Mousehole Harbour

P M Haddock  
Harbour Master





<p><b>Attachments:</b></p> <ol style="list-style-type: none"><li>1. Harbour Master's Report</li></ol> <p>Minutes: jb</p>	ALL
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