

# CARDIFF HARBOUR AUTHORITY

## 1. Harbour Safety Policy

Cardiff Harbour Authority will provide a safe harbour within the limits of its jurisdiction, which is open to the public for the transportation of passengers and goods. It will ensure the safety of its Harbour by exercising its statutory conservancy functions to a high standard. It will regulate the use of the Harbour by maintaining appropriate byelaws and ensuring that these and other statutory regulations are enforced and kept under review.

The Authority will ensure such marine services that are required for the safe use of their Harbour are available and are maintained and operated to a high standard. The Authority will ensure that current plans are available to deal with emergency situations and that the resources required to implement these plans are maintained and exercised. The Policy incorporates input from staff and from harbour users to ensure high standards of safety can be reinforced through dialogue and co-operation.

### **Cardiff Harbour Authority is committed;**

- To provide a system to regularly review hazards and risks in the Harbour and facilitate the evolution of a proactive and auditable Safety Management System. An annual review will take place, however, should there be a need intermittent reviews will be undertaken.
- To ensuring that the best channels for navigation are determined, marked and monitored.
- To have an effective system for promulgating navigation warnings affecting the Harbour.
- To consider the effect of weather on Harbour safety and promulgating warnings as required.
- To designating suitable moorings locations.
- To monitoring lights and marks used for navigation within its jurisdiction.
- To consider the effects on Harbour safety that proposed changes in use or Harbour works may produce.
- To maintain an up to date set of byelaws in consultation with port users and enforce them so as effectively to regulate Harbour use.
- To keep its duties and powers under review.
- To provide suitable resources to deliver effective marine services such as the provision of Harbour craft.
- To ensure that suitable plans for emergency situations are maintained and regularly updated and exercised.

### **All employees have a duty to;**

- Comply with all Harbour safety procedures laid down by Cardiff Harbour Authority.
- Ensure that marine operations are undertaken in a safe manner.
- To report hazard, risk, accident, incident or near miss to the Harbour Safety Officer.

### **Harbour users operating both commercially and for pleasure are responsible for;**

- Their own health and safety and that of other Harbour users who may be affected by their acts or omissions.
- Complying with byelaws, directions and other regulations aimed at ensuring the safe use of the Harbour.

### **Health and Safety Management System;**

Cardiff Harbour Authority have adopted a safety management system in compliance with the principles set out in the Port Marine Safety Code.

The safety management system includes policies for emergency plans, conservancy, environment, management of navigation and marine services.

### **Nominated Harbour Safety Officer**

The nominated harbour safety officer is the Cardiff Bay Harbour Master. In his absence urgent Harbour safety matters should be referred to the Assistant Harbour Master.

### **Emergencies in the Harbour**

Emergencies where life is in danger must be notified at once to the Coastguard by dialling 999 or through VHF channel 16.

Other emergencies should be notified to Barrage Control by dialling 029 2070 0234 or using VHF Channel 18.

### **Reporting of Accidents Incidents and Near Misses**

The public are asked to bring matters of safety - all accidents, incidents and near misses – promptly to the attention of the Harbour Master at the Harbour Authority Offices, Tel 029 2087 7900.

The reports will be used to help in assessment of the effectiveness of the Harbour safety management system.