



PORTLAND HARBOUR AUTHORITY LIMITED



Local Notice to Mariners

No 04/2017

RISK ASSESSMENT OF RECREATIONAL EVENTS

This notice is intended to give advice to event organisers on the requirement and scope of risk assessment and risk management in line with the principles of the Port Marine Safety Code and the accompanying Guide to Good Practice on Port Marine Operations.

Portland Harbour Authority as the Statutory Harbour Authority for Portland Port is committed to complying with the requirements of the Port Marine Safety Code and the accompanying Guide to Good Practice.

The risk assessment and the safety management of a particular event will be the responsibility of the event organiser. Event organisers are reminded of their obligation to identify and assess risks and manage those risks to ‘as low as reasonably practicable (ALARP)’.

Event organisers’ attention is drawn to their legal obligations¹ which include:

- Supplying the Harbour Master with information about any event; and
- Seeking prior consent of the Harbour Master to the holding of the event; and
- Complying with conditions specified by the Harbour Master.

Failure to comply with any of these legal provisions is an offence and offenders may be prosecuted.

All event organisers are requested to consult with Portland Harbour Authority at the earliest opportunity prior to any event taking place. Formal approval to such events can then be made subject to a proper risk assessment conducted by the event organiser. The risk assessment should identify all risks concerned with the safe and efficient use of the harbour by all users and shall ensure that:

- Participants in any event do not impede the passage of any commercial or naval shipping;
- Participants maintain sufficient distance from all anchored vessels especially those involved in bunkering operations;
- Adequate provision is made for the event organiser to:-
 - Cancel
 - Abort
 - Alter a race course; or
 - Reschedule the start of any race when directed to do so by Portland Harbour Authority.

In the case of emergency Portland Harbour Authority will give directions for ensuring safety of navigation and the safety of persons. Such directions² may require an event to be immediately cancelled and for all participants to stop or vacate an area. Failure to comply with such a direction is an offence and offenders may be prosecuted.

¹*The Portland Harbour Revision Order 1997 Sch. 1 regulation 50*

²*Pursuant to the Portland Harbour Revision Order 1997 Section 16*

In approving any event, the Harbourmaster needs to be satisfied that risk to the safety of navigation, or other port users have been effectively mitigated and is as low as reasonably practicable. The Harbourmaster also needs to ensure that the event organiser has consulted with, and has met the requirements of, the MCA (Coastguard), the RNLI, local emergency services, and local authority where appropriate.

Having conducted a risk assessment, and following any advice or requirement of the Harbourmaster, the event organiser shall be required to promulgate clear details of the event, including where appropriate:

- Names of event organisers and officials;
- List of participants;
- List of authorities consulted;
- Timetable and programme of events;
- Arrangements for controlling the event, including any special communications, i.e. contact telephone numbers, VHF channels and call signs;
- Any navigational constraints being imposed, e.g. restricted areas, or partial port closures;
- Emergency arrangements; and
- Media arrangements.

Depending on the scope of the event, it may be appropriate to publish also the full risk assessment and associated mitigating measures.

Any requirement for additional Portland Harbour Authority Limited resources be they additional navigational marks, craft to patrol, control, or escort the event, shall normally be at the expense of the event organiser.

LNTM 07/2008 is hereby revoked.

This Notice is issued under the powers vested by the Portland Harbour Revision Order 1997.

Captain M Shipley
General Manager (Marine)
9th January 2017

Owners, Agents, Yacht Clubs and Recreational Sailing Organisations should ensure that the contents of this notice are made known to the Masters or persons in charge of their vessels or craft.