

NEWPORT HARBOUR EMERGENCY PLAN

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NEWPORT HARBOUR EMERGENCY PLAN

INTRODUCTION

1. This plan, agreed by all appropriate authorities, sets out the agreed actions to be taken during any emergency or potential emergency within the jurisdiction of Newport Harbour, as shown in Appendix 7. The success of this plan is dependent on the cooperation and compliance of all those involved.
2. The plan is broken down into sections with each one dealing with emergencies in general, followed by separate sections giving the action to be taken in each type of emergency. There are also several appendices on the various factors affecting the types of emergency.
3. The purpose of this plan is to provide an overall plan of action for all authorities in an emergency or potential emergency. Each undertaking, private wharf organisation, marina or authority will be responsible for issuing their own detailed instructions within the general provisions of this plan.
4. It is intended that exercises should be held at least annually to test out the efficiency and practicality of the plan and a general meeting will be convened after these exercised to review the plan.
5. It is important that this plan should be kept up to date, and any changes should be notified without delay to the Senior Harbour Master, The Quay, Newport Harbour, Isle of Wight; email: Newport.harbour@iow.gov.uk
6. As a minimum the Council will review the plan on an annual basis and re-issue revised versions as necessary.

SECTION 1

General considerations affecting all types of emergencies

1. Raising the Alarm and control of operations

- 1.1 When an emergency or potential emergency occurs it is vital that the alarm is raised immediately. The initial responsibilities for this are detailed in each section of the plan.
- 1.2 All responsible steps will be taken by those on the spot to render whatever aid is immediately available. Subsequent action will be co-ordinated through the Harbour Control Centre, which will be established at the Harbour Office, Newport, Isle of Wight.
- 1.3 The decision to designate an emergency or potential emergency and implement the Emergency Plan will be made by the Senior Harbour Master, or his representative or a principal officer on the scene from either Isle of Wight Police or the Isle of Wight Fire and Rescue Service or Isle of Wight Council Emergency Management Team.
- 1.4 The Isle of Wight Fire and Rescue Service and other emergency services may be mobilised before an emergency is declared to deal with minor incidents on a vessel or on the wharf. The Senior Harbour Master must always be informed immediately of any such incidents.
- 1.5 The Emergency Plan will be activated in whole or part in all incidents involving fire on board a craft, however minor; or, in the event of a substantial collision which results in a severe damage to vessel or vessels and/or reduced manoeuvrability.

SECTION 2

1. Control of movements of craft

- 1.1 All decisions regarding the movement of craft during an emergency will be made by the Senior Harbour Master and, where necessary, they will decide the order in which boats are to be moved. In this context and throughout the plan the Designated Council Officer will have authority to act for the Senior Harbour Master in the event of his absence or non-availability.
- 1.2 During an emergency no craft will be allowed to enter the harbour without specific authorisation of the Senior Harbour Master. Likewise, the Senior Harbour Master shall, if deemed necessary, give instructions for all other vessels to remain moored at their berths or moorings until the harbour is clear for movement of vessels.
- 1.3 If conditions permit, vessels not involved in the emergency but moored to a jetty where an emergency is taking place, will be moved to sea or to a safe anchorage or to an alternative berth at the first opportunity.
- 1.4 Where a fire occurs in a vessel alongside a jetty or wharf, the vessel should, except in very special circumstances, be kept alongside the berth to facilitate fire-fighting operations and increase the safety of vessel's crew and the fire-fighting personnel. Where possible chains should be fitted to the vessel to stop it becoming adrift.
- 1.5 Under no circumstances should any vessel on fire or in danger of sinking be moved without the specific authority of the harbour master or his support staff, who will lay down the area to which the vessel is to be moved and the route thereto.

2. Loading and discharging of dangerous goods

- 2.1 On receipt of an alarm all loading and/or discharging of dangerous or inflammable goods and explosives will cease immediately on all vessels either anchored or moored alongside. The hatches of all such vessels alongside will be battened down.
- 2.2 Loading or discharging will not be resumed without the specific consent of the Harbour Master.

3. Responsibility for Fire-Fighting Operations

- 3.1 If the vessel is moored or anchored in the Harbour the direction of fire-fighting aids, including the direction of fire-fighting resources on launches and other vessels available, will be exercised by the Senior Harbour Master, until the arrival of the Fire Service when overall direction of fire-fighting will be assumed by the Senior Fire Service Officer present.
- 3.2 For fires on vessels alongside mid-river pontoons, direction of all available fire-fighting aids, would be exercised by the Master of the vessel or the berthing Master concerned. The overall direction of fire-fighting aids, including the direction of fire-fighting resources on launches and other vessels available, will be exercised by the Senior Harbour Master, until the arrival of the Fire Service when overall direction of firefighting will be assumed by the Senior Fire Service Officer present.
- 3.3 For fires at jetties or on vessels alongside jetties or wharves, direction of all available fire-fighting aids, would be exercised by the Master of the vessel or the wharf manager concerned until the arrival of the Fire Service, when overall direction of fire-fighting would be assumed by the senior officer of the Fire Service present.

3.4 Should any question concerning the safety or stability of a vessel arise in the course of fighting a fire, the Master, Senior Harbour Master and the Senior Fire Service Officer present, will pay strict attention to the stability of the vessel and, in conjunction, will take necessary steps to ensure the vessel's safety.

4. Information to the Public and Press

4.1 Public information will be channelled through the Harbour Office with the assistance of the Isle of Wight Council's Communications team.

NOTE: Attention is drawn to the existence of the Isle of Wight Council's Emergency Response Plan, which defines the Council's generic response arrangements to an emergency, that can be tailored to meet the wider consequences of an emergency occurring within the Harbour.

SECTION 3

Fire or explosion on a vessel or alongside jetty or wharf

1. Raising the Alarm

1.1 Report the emergency as quickly as possible, as follows: -

Dial 999 ask for "Fire" giving a short message saying where the fire is and, if possible, whether any casualties have occurred or are likely to occur.

1.2 Call the Duty Harbour Master on (01983) 823885 or 07964 207441 and/or Senior Harbour Master on (01983) 821000 ext. 5978 or 07989 344194.

2. Action by involved person in charge of landing stage

2.1 Having raised the alarm, the responsibility for fighting the fire will rest with the principal employee on the scene until the arrival of Fire and Rescue Service. Thereafter, overall control of firefighting will be undertaken by the Senior Fire Service Officer present.

3. Action by harbour staff

3.1 The Harbour Master will make a broadcast on Channel 69 (Call sign "Newport Harbour radio") declaring a harbour emergency. The purpose is to ensure that all persons concerned are alerted. HM Coastguard may re-broadcast this message. The Harbour Master will indicate the presence of a hazard in the harbour and temporarily suspend entry of all craft except those having the specific authority of the Harbour Master.

3.2 On receipt of the alarm the Harbour Office will immediately inform all interested parties as detailed in Appendix 2.

3.3 The Harbour Master, or his representative, will establish a control post at the Harbour Office and: -

- control movements of all vessels,
- direct communication channels for VHF RT communications.

4. Movement of vessels

4.1 Except in exceptional circumstances, a vessel which is on fire whilst alongside a wharf, will remain alongside to facilitate fire-fighting operations and improve the safety of the vessel's crew and fire-fighting personnel.

5. Action by Fire Service

5.1 When the Fire Service are at the scene of the emergency the Senior Officer will assume full responsibility for fire fighting arrangements. As soon as possible he will send a representative to the emergency control post (Harbour Office) to act as Liaison Officer.

6. Action by Ambulance Services

6.1 The first ambulance on the scene will take charge of all casualties and direct instructions to the vessel's master for co-operation as deemed appropriate.

6.2 The ambulance commander on the scene will be responsible for co-ordinating medical resources and keeping the Police informed of casualties.

6.3 With Police co-ordination, establish casualty clearing station and inform Harbour Master or his representative at control post.

7. Action by Police

7.1 The Police will assume responsibility for controlling the flow of traffic to and from the incident and the approaches to the relevant wharf or jetty

7.2 The Police Officer in Charge, having established communications with Police Headquarters, will then contact the Harbour Master in order that he can be informed of any maritime decision made by the Harbour Master.

8. Subsequent Action

8.1 After the alarm has been raised and all responsible officials are on the scene, all future actions will be decided by them as circumstances dictate. All measures affecting the harbour will be made known by a responsible officer to all boats and establishments even if not directly involved.

FOR FURTHER INFORMATION REFER TO APPENDICES 2 AND 3

SECTION 4

Fire or Explosion on a vessel underway within harbour

1. Raising the alarm

All fires and/or explosions will be treated as potentially dangerous and this plan will be activated. The decision to declare a full emergency will rest with the Harbour Master.

1.1 The responsibility for raising the alarm will rest with the master of the vessel concerned.

1.2 In cases of fire or other emergency the alarm should be raised immediately by: -

- a. plain language message on VHF RT Channel 16 direct to Solent Coastguard or VHF RT Channel 69 to Cowes Harbour Radio.
- b. Folly Berthing Master on VHF Channel 06 or 07974 864 627
- c. Senior Harbour Master on (01983) 821000 ext.: 5978

1.3 As soon as possible after raising the alarm an amplifying message should be sent giving the following details: -

- a. Fire – what is on fire – extent – possible dangers.
- b. Damage – extent and effect on stability and seaworthiness.
- c. Casualties – number and types of injury.
- d. Oil spillage – any danger of oil spillage
- e. Is vessel moored or underway
- d. Location (form the list below): –

Newport

- Harbour South (Visitors)
- Harbour North (hand crane)
- Black House Quay
- Odessa marine
- Little London

Folly

- Folly mid-river pontoons
- Folly Inn Pontoon
- Island Harbour

ON NO ACCOUNT SHOULD THE INITIAL ALARM MESSAGE BE DELAYED IN ORDER THAT FULL DETAILS CAN BE PROVIDED.

2. Action by Master

2.1 Having raised the alarm the master will be responsible for taking all immediate steps to safeguard his vessel until assistance arrives. When the Isle of Wight Fire and Rescue Service arrives, overall control of firefighting will be undertaken by the Senior Fire Service Officer present. Vessel personnel should, therefore, start fighting the fire with all appliances available, if safe to do so.

3. Action by Harbour Office (Control)

3.1 Overall control of the Harbour will be exercised by the Harbour Master. His instructions will usually be passed by VHF RT radio channel 69 or a nominated working frequency.

3.2 The responsible officer will immediately confirm the alarm with the Fire Service.

3.3 The Harbour Master will broadcast on VHF RT Channel 69 declaring a 'harbour emergency'. The purpose is to ensure that all persons concerned are alerted and a request will be made to HM Coastguard to re-broadcast the message.

3.4 The Harbour Office will inform all interested parties as detailed in Appendix 2.

4. Action by Fire Service

Unless otherwise directed, the fire service will assemble at: -
HARBOUR OFFICE, NEWPORT QUAY, NEWPORT, PO30 2ED

Harbour personnel will meet the fire service at this location.

If the 'HARBOUR EMERGENCY' is at the folly location the fire service will assemble at: -
THE FOLLY INN, FOLLY LANE, EAST COWES, PO32 6NB

LAUNCHES WILL BE DIRECTED from here.

5. Action by Ambulance Services

5.1 Ambulances are to muster at Harbour Office, Newport Quay, PO30 2ED, unless otherwise directed.

5.2 The first ambulance commander on the scene will become the Incident Medical Officer and will be responsible for co-ordinating medical resource.

6. Action by Police

6.1 On receipt of the alarm from either the Coastguard or the Harbour Office, the Police will assume responsibility for controlling the flow of traffic to and from the Newport Harbour to ensure free access to Fire Service and ambulance.

7. Movement of other shipping

7.1 If the Harbour Master considers that the emergency is such that other shipping is likely to be involved, they will issue necessary instructions concerning their movements.

7.2 Under no circumstances must any vessel on fire or in danger of sinking be moved without the specific authority of the Harbour Master who will lay down the beaching area and route thereto.

7.3 Vessels in any danger of sinking will not use or cross the fairway unless directed by the Harbour Master.

8. Beaching of Vessels

8.1 No vessel on fire or in danger of sinking is to be beached, except under the direction of the Harbour Master who will lay down the beaching area and route thereto, after consultation with the Master. On this occasion it will be the master's ultimate responsibility as to whether or not the vessel is to be beached.

9. Subsequent action by responsible officials

9.1 When all responsible officers are at the scene, further action will be taken by them as circumstances dictate. All concerned must keep the responsible officer fully informed of action by them and all measures affecting other shipping will be made known to other vessels and establishments by the Control Centre.

SECTION 5

Collision or emergency other than fire or explosion involving craft within Newport Harbour

1. Raising the alarm

- 1.1 In the case of a commercial, privately-owned, or naval vessel, when a collision has occurred with another it is the responsibility of the Master or owner involved to raise the alarm and take immediate steps to safeguard his vessel.
- 1.2 If the craft is out of control or in danger of sinking or foundering or is likely to constitute a danger to other vessels or other property, the alarm will be raised by the Master of the vessel concerned.
- 1.3 The Master will immediately inform Solent Coastguard on VHF Channel 16. and Newport Harbour Radio Channel 69
- 1.4 In cases of fire or other emergency the alarm should be raised immediately by:
 - a. plain English message on VHF RT Channel 16 direct to Solent Coastguard on VHF RT Channel 69 to Newport Harbour Radio.
 - b. Folly Berthing Master on VHF Channel 06

Note: If no reply is received from Newport Harbour Radio, then request, on Channel 16, that Solent Coastguard contact Harbour Master or representative by telephone, numbers are listed in Appendix No. 2.

- c. Notify on VHF Channel 12 or 16 'Southampton Port Radio' with a request to pass messages on if other means of communication, with the exception of coastguard, are not available.

2. Action by Harbour Master – Harbour Office Control Station

- 2.1 If circumstances deem it necessary, fire, ambulance and other services will be alerted. If for any reason personnel are unobtainable at the Harbour Office, the Master should request Solent Coastguard to call out the necessary emergency services.
- 2.2 The Master will inform principal officers of the emergency, primarily the Harbour Master, as to whether or not he needs the assistance of other vessels, namely tugs, or launches.

SECTION 6

Potentially hazardous situations occurring on vessel or wharf

1. General

- 1.1 This section of the plan sets out the steps to be taken whenever a potentially hazardous situation occurs on a vessel or at a wharf.
- 1.2 The decision to declare an emergency and to activate the plan in whole or in part will be made by the Harbour Master after full consultation with the jetty owner or Master concerned in the light of circumstances.
- 1.3 Should the potential emergency escalate into an actual emergency; the relevant sections of this plan will apply and will be activated by the Harbour Master.

2. Raising the alarm

- 2.1 Responsibility for raising the alarm will rest with the Master of the vessel and/or the jetty owner involved depending on the location of the incident. Immediate reports must be made to the Harbour Office.
- 2.2 Method of raising the alarm: -
 - i. By personnel on the vessel; the alarm shall be raised as quickly as possible by making:
 - an immediate report to responsible personnel on the jetty involved by the quickest possible means.
 - by calling 'Newport Harbour Radio' VHF on Channel 69 and if no reply, then to Solent Coastguard to contact relevant authorities.
 - ii. By personnel on the jetty concerned by:
 - dial 999, ask for "Fire" and giving a short message stating the location and name of the jetty or vessel involved and the nature of the incident.
 - telephoning the Harbour Office (01983 823885) or Senior Harbour Master (01983 821000 ext. 5978) by direct line and passing the message containing the information concerning the incident to the Harbour Master.

3. Action by Master

- 3.1 Having raised the alarm the Master will be responsible for taking all immediate steps to safeguard his vessel.
- 3.2 In the case of a vessel alongside, the Master will report to the wharf owner details of the incident and the quantity, distribution, and type of cargo aboard his vessel. He will ensure that regular and frequent reports on the progress of the incident are being made.
- 3.3 In the case of a vessel at anchor or underway, the normal distress/urgency procedure should be followed. HM Coastguard will respond in the normal way to any such transmissions. Thereafter, as soon as practicable, inform Harbour Master/Office.

4. Action by the wharf owner involved

- 4.1 If a potentially dangerous situation has occurred on a vessel alongside, the wharf owner will provide all available assistance to the Master of the vessel.

- 4.2 If a potentially dangerous situation has occurred on the wharf itself, the wharf owner will be responsible for taking immediate action to minimise the risk of increased danger.
- 4.3 The wharf owner will be responsible for keeping the Harbour Master fully informed and revert to the emergency plan set up by such wharf owner of which all employees will be familiar.

SECTION 7

Fire or explosion on a vessel (on pile moorings or individual swinging moorings)

1. The alarm is initiated by any personnel by making a 999 call and asking the operator for Fire, Coastguard and Police, in that order. The Coastguard will summon the lifeboat or “Cowes Rescue” as appropriate.
2. The Harbour Master must be informed either by VHF radio call, Channel 69 or by telephone call as appropriate.
3. The Folly Berthing Master must be informed either by VHF radio call, Channel 06 or by telephone call as appropriate.
4. Emergency procedures will then be undertaken as described in Section 4 of this Emergency Plan.
5. Harbour staff will then take appropriate action to move any other vessels within the proximity of the affected vessel.
6. Any member of the harbour staff on the scene will assume the role of Incident Controller – reference Appendix 1.
7. If casualties are involved, arrangements will be made to land injured persons at The Folly Inn Jetty Landing, Folly Lane, East Cowes, PO32 6NB unless otherwise directed at the time of the initial call to either Fire, Coastguard or Police.

APPENDIX 1

PART A

'Isle of Wight' Council – Key personnel and their responsibilities

INCIDENT CONTROLLER

Definition – Newport Harbour Master, or Designated Council Officer, who is first on the scene of the incident and, in the initial stages of the emergency will be called upon to make decisions involving the operation of any part of the harbour or harbour area.

Depending on the location of the emergency, the following may be considered as Incident Controllers. Any Council personnel, senior representatives or the wharf or area concerned, and the Master of the vessel concerned.

BRONZE COMMANDER

Definition – most Senior "Isle of Wight" Council employee established at Harbour Office for communications direct to Incident Controller.

Responsibilities of the Incident Controller

1. As soon as they have been made aware of the incident, they must assess the scale of incident and decide whether a major emergency exists or is likely. If so, they should immediately activate the emergency plan.
2. They should assume the duties of Main Controller either on scene. They must direct the shutting down and evacuation of other areas and berths likely to be affected, ensure that the emergency services have been called, and ensure that key personnel have been summoned.
3. Their main function is to direct all operations at the scene of the incident, as follows: -
 - Rescue and fire-fighting operations until the arrival of the Fire Service, when he must hand over control to the Senior Fire Officer.
 - Ensure non-essential workers and members of the public are kept clear of the assembly areas.
4. They should also contact the Emergency Control Centre by radio, telephone, or messenger. Give assistance and information as requested to the emergency services, brief the Main Controller, and keep them informed of developments.

Responsibility of the Bronze Commander

1. The Main Controller should establish the Emergency Control Centre at the Harbour Office and assume overall control of the Incident Controller.
2. If a major emergency exists or is likely to develop, the Main Controller should ensure that the emergency plan is activated, and the emergency services have been called.
3. Dependent on circumstances and the brief from the Incident Controller, the main Controller should: -
 - a. Ensure that key personnel are called in,
 - b. Exercise direct operations to control those parts of the harbour area involved,

- c. Continually review and assess possible developments to determine the most likely course of events.
- d. Control use of harbour fairways.
- e. Ensure that casualties are landed in the areas as designated.
- f. Liaise with the Fire Service, Police and Ambulance Services commanders and the Principal Medical Officer.
- g. Determine the numbers of personnel involved and ensure that all are accounted for.
- h. Maintain a log of the emergencies, listing times and other details as circumstances permit.
- i. Issue authorised statements to the news media.
- j. Ensure that proper consideration is given to the preservation of evidence.

PART B

Police Incident Co-Ordinator

The first Police Officer on the scene, until relieved by a Senior Police Officer will be defined as INCIDENT CO-ORDINATOR.

Duties of Incident Co-Ordinator.

- a. To establish communications with Police Headquarters.
- b. To establish communications with Incident Controller.
- c. Initiate log of the Incident.
- d. Assess situation and liaise with Main Controller at Emergency Control Centre (Harbour Office).

APPENDIX 2

Raising the alarm – in order

Alarm Procedure:

Prefix telephone message or VHF call with **NEWPORT HARBOUR EMERGENCY** followed by a then **BRIEF DESCRIPTION** – i.e. “collision”, “explosion”, “fire”

Emergency 999	Fire – Ambulance – Police – Coastguard
Cowes Rescue Inshore Lifeboat	via Coastguard on 02392 552 100
Harbour Master	Office- (01983) 823885 Mob- 07964 207441
Senior Harbour Master	(01983) 821000 ext. 5978 Mob- 07989 344 194
Folly Berthing Master	Mob 07551 431993
Designated Council Officer	Office- (01983) 821000,
Cowes Pilots (and launch service)	Office- (01983) 290094
Folly Water Taxi (Taxi service)	Mob- 07974 864627
M Rayment (Solent & Wightline –launch service)	Office- (01983) 564602
Isle of Wight Council Commercial Services	Office- (01983) 821000 ext. 8715
Cowes Medical Centre	Office- (01983) 295251
East Cowes Medical Centre	Office- (01983) 284333
Southampton Port Control (for information)	VHF Channels 16 and 12 023 8060 8205 (24 hours)
Isle of Wight Council Emergency Management	Contact Wightcare (01983 821105), ask for the Emergency Management Duty Officer to be paged

APPENDIX 3

Directory of telephone numbers of personnel or companies which may be required

EMERGENCY SERVICES

Southampton Vessel Traffic Services (VTS) - Duty Officer	Tel: 02380 608208 (auto re-direct after office hours) E-mail: southamptonharbourmasteroffice@abports.co.uk
QHM Portsmouth – Semaphore Tower	Tel 02392 723294 (24hr) E-mail: Portsmouth@qhm.mod.uk
HM Coastguard (NMOC – Fareham)	Tel 02392 552100 (24hr) E-mail: zone17@hmcg.gov.uk
Isle of Wight Fire & Rescue Service	Tel 01983 525121 (not 24hr)
Isle of Wight Fire & Rescue Service – control room	Tel 02031 620053
Police	Tel 101 – non-emergency (999 - emergency use only)
Ambulance Headquarters	Tel 01983 552003
Isle of Wight Council Emergency Management	Tel 01983 821105 (24hrs) Ask to page Emergency Management Duty officer
Vikoma International Limited	Tel 01983 200560
Bomb Disposal (via Semaphore Tower)	Tel 01235 513360
Adler and Allen (Oil Spill Contractors)	Tel 0800 592827 (24hrs)

HARBOUR SERVICES

Williams Shipping, Southampton	Tel 02380 237330
Itchen Marine (Tugs)	Tel 02380 631500
Solent and Wightline (launch services)	Tel 01983 564602
Kingston Marine	Tel 01983 293952
Cowes Floating Bridge	Tel 01983 293041 (office)

WHARF OPERATORS

Odessa Marine	Tel 01983 524337 (Office Hours) Mob 07964 860449 or 07966 249350
Folly Venture	Mob 07551 431993
Island Harbour	Tel 01983 539994

OTHER BUSINESSES

Premier Inn	Tel 0333 0031743
Medina Quay Beefeater	Tel 01983 825082
Blackhouse Quay Aggregates	Tel 01983 520050 (office hours)
IoW Espresso LLP	Tel 01983 857670
Newport Rowing Club	Mob 07887 573 356
Medina Mariners Association	Mob 07305 351325
The Folly Inn	Tel 01983 297171
United Kingdom Sailing Academy	Tel 01983 294941 (office)

HARBOUR AUTHORITIES

Newport Harbour	Tel 01983 823885 (office) Mob 07964 207441
Newport Harbour Senior Harbour Master	Tel 01983 821000 ext. 5978 Mob 07989 344194
Cowes Harbour Commission	Tel 01983 293952 (Office Hours)
Yarmouth Harbour Commission	Tel 01983 823885 (Office Hours)
Bembridge Harbour	Tel 01983 872828 (Office Hours)

Other Key Contacts

Isle of Wight council – Commercial Services	Tel 01983 821000 Ext 8715 (office)
Maritime & coastguard agency	Tel 02392 329100

APPENDIX 3

General Notes

1. Nothing in the Newport Harbour Emergency Plan shall interfere with the site emergency plans established by wharf owners, marinas, and boatyards.
2. The purpose of the Newport Harbour Emergency Plan is to determine minor and major emergency procedures, call-out systems, direction, and all matters appertaining to safety within the harbour and adjoining areas.

APPENDIX 4

1. Dangerous Substances in Harbour Areas Regulations

- 1.1 Statutory Regulations, Dangerous Substances in Harbour Areas (DSHA) Regulations and local byelaws hold the Harbour Master, for Isle of Wight Council, responsible for the safety, shipping, safe handling, and stowage of dangerous substances, as defined within the provisions of the Regulations.
- 1.2 Any person or company operating within Newport Harbour area is required to publish an emergency plan appropriate to the nature of their business.
- 1.3 In all cases a supervisor or other nominated person is responsible for enforcing safe working practices and carrying out instructions properly given by the Harbour Master unless/until that person is relieved by the Harbour Master, his representative or a Fire Service Officer.

2. Emergency

All incidents involving Dangerous Substances, namely spillage, loss, or fire, as defined within the meaning of the DSHA Regulations shall be considered an EMERGENCY and must be properly notified to the Harbour Master. Serious incidents will be subject to a formal reporting to the Health and Safety Executive and nothing in this Plan shall relieve any person or company from reporting or taking any action as may be required by DSHA or other regulations.

3. Raising the Alarm

- 3.1 Either the vessels Master, Wharf Controller, or Incident Controller, when dealing with an emergency involving dangerous substances, will prefix the alarm by stating "DANGEROUS SUBSTANCE ALARM".
- 3.2 When such alarm is initiated, the Fire Service must be called immediately. The Senior Fire Services Officer on site will take immediate control and inform the Harbour Office.

4. Action

- 4.1 After raising the alarm, simple precautions shall be taken to safeguard personnel against possible contamination. It may be more effective to arrange evacuation to a safe distance up-wind of the incident, but each incident will need to be dealt with individually by the person in charge pending the arrival of the Fire Service or advice from a local expert.
- 4.2 Spillages of dangerous substances will present other hazards, even if fire is not also present. An early warning to the Ambulance Service (who will notify the hospital as appropriate) must be considered. Special reference must be made to dangers from toxic or hot gases (including air) which may cause inhalation injuries and require special treatment.

5. Identification of Dangerous Substances

- 5.1 In the case of fire and explosion which involves vessels carrying dangerous substances as defined in the UN categorisation and reference in The Dangerous Substances in Harbour Areas Regulations 1987, a register of all such substances is kept at the Harbour Office in compliance with such Regulations.
- 5.2 The Main Controller or Incident Controller (Newport Harbour staff), will be responsible for informing the emergency services of any such substances on board vessels or on the shore giving full details as listed in the register of dangerous substances.

APPENDIX 5

1. Nothing in this Emergency Plan shall interfere with the Isle of Wight Council Marine Pollution Plan.
2. In the event of oil spillage, the incident must be reported immediately to the Council's Emergency Management Duty Officer and to the Harbour Master (Reference Appendix 2 for telephone numbers).
3. The Senior Harbour Master or Harbour Master will initially define the spillage as either Tier 1 or Tier 2. It is stressed that in all incidents, either minor or major, the Council's Emergency Management Duty Officer must be informed immediately.
4. If a major oil pollution incident is defined and reported, the Harbour Master will determine whether or not it constitutes a Harbour Emergency Plan of action.
5. If circumstances demand Harbour Emergency for action for such a major oil pollution, the Harbour Master or his representative will establish the Harbour Emergency Control Centre at the Harbour Office.

Note: the harbour emergency control centre is separate to the emergency control centre at county hall, Newport, Isle of Wight, or another location as appropriate.

APPENDIX 6

Circulation list of Newport Harbour Emergency Plan

Newport Harbour – personnel	as current staff list
Associated British Ports, Southampton	smarsh@abports.co.uk
Cowes Harbour Commission	chc@cowes.co.uk
Cowes Inshore Lifeboat	info@cowesinshorelifeboat.org.uk
Island Harbour	Darren@island-harbour.co.uk
Folly Venture	follymoorings@hotmail.com
Odessa Marine	odessaboatyard@hotmail.co.uk
HM Coastguard	navigationsafety@mcja.gov.uk
HM Customs and Excise	ncu@hmrc.gsi.gov.uk
IW NHS Trust and IW Ambulance Service	emergencyplanning@iow.nhs.uk
Isle of Wight Council Emergency Management	emergency.management@iow.gov.uk
Isle of Wight Fire and Rescue Service	fire.irm@iow.gov.uk
Police	operations.planning@hampshire.pnn.police.uk
Queen's Harbour Master, Portsmouth	portsmouth@qhm.mod.uk
Southern Water Services	developerservices@southernwater.co.uk

APPENDIX 7

The Jurisdiction of Newport Harbour

