

# Belfast Harbour

## Health and Safety Report 2016



Reg. No. OHS 508824

# Belfast Harbour

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## Foreword

**Belfast Harbour is a cornerstone of the local economy, facilitating the import and export of more than 70% of all Northern Ireland's seaborne trade and approximately 20% of all trade by sea throughout the island of Ireland. In doing so, the Harbour handled approximately 12,500 commercial shipping movements and 23 million tonnes of cargo during 2016.**

Belfast Harbour is Northern Ireland's main logistics hub and houses major industrial and commercial activities.

The Harbour estate is home to landmark regeneration projects such as Titanic Quarter, Sydenham Business Park and City Quays. More than 23,000 people are employed in the Harbour Estate by approximately 900 organisations in sectors ranging from heavy engineering to tourism.

Belfast Harbour has continued to welcome increasing numbers of leisure craft to Belfast Harbour Marina. During 2016 there were more than 400 visitors to the Marina.

During 2016 a number of high profile public events were hosted within the Harbour Estate, these included concerts at the SSE Arena, exhibitions in The Titanic Exhibition Centre, Titanic Triathlon, the Monster Mash Hallowe'en Fireworks and the Belfast Maritime Festival.





# Health and Safety Context

**Belfast Harbour Estate is home to approximately 900 businesses and more than 23,000 people travel to work in the Harbour each day. The Harbour is also a popular venue for major public entertainment events.**

Within the context of Health and Safety the Harbour contains:

1. Activities for which Belfast Harbour is directly responsible for all aspects of health and safety.
  2. Sites for which Belfast Harbour, as landlord, has some health and safety responsibilities.
  3. Public activities where Belfast Harbour in conjunction with other agencies has a role to play in safety management.
  4. Activities where health and safety is the direct responsibility of third parties.
- This report only addresses items 1 to 3.

## Health and Safety Policy

**Belfast Harbour recognises that good Health and Safety management systems and performance are fundamental to our business.**

We consider it a priority to reduce the health and safety risks to our employees and other stakeholders to a level as low as reasonably practical.

In order to achieve this we will:

- Comply with all applicable Health and Safety legislation, regulations, Approved Codes of Practice, recognised standards and conform to other requirements to which we subscribe including:
  - OHSAS 18001
  - The Port Marine Safety Code
  - The HSE Safety in Docks Approved Code of Practice
- Endeavour to prevent injury and ill health.
- Systematically identify and assess Health and Safety risks associated with our activities.
- Set measurable Health and Safety objectives and targets supported by a management programme that reviews effectiveness and evaluates compliance.
- Mitigate and control identified risks in order to conduct our activities safely.
- Develop, maintain, communicate and test emergency plans and procedures.
- Involve and consult employees and other interested parties on Health and Safety issues as appropriate.
- Ensure that employees are competent to carry out their work and understand the impact their actions and behaviour may have for the health and safety of themselves and others.
- Provide our employees (and where appropriate Customers, contractors and suppliers) with adequate information, training and supervision to enable them to understand and discharge their responsibilities for compliance with this policy.
- Communicate this policy to all persons working for and on behalf of Belfast Harbour Commissioners and make this policy available to the Public and other interested parties.
- Strive to achieve continual improvement to our Health and Safety performance and systems.

This Policy Statement was reviewed and revised by senior management during 2016 to ensure that it remains relevant and appropriate to the scope of activities conducted by Belfast Harbour.



## Health and Safety Goals

**Belfast Harbour is committed to a series of long term goals that are highlighted below:**

- To provide a safe port marine environment.
- To eliminate workplace injuries and work related ill health.
- To promote a healthy working environment.
- To raise health and safety awareness amongst users of Belfast Harbour (including members of the public).

- To establish a "Zero Harm" health and safety culture.

These goals are supported by formal Health and Safety Management Systems that include a range of specific objectives and targets designed to "SMART" criteria that are established at the corporate and functional levels throughout Belfast Harbour.



## Governance

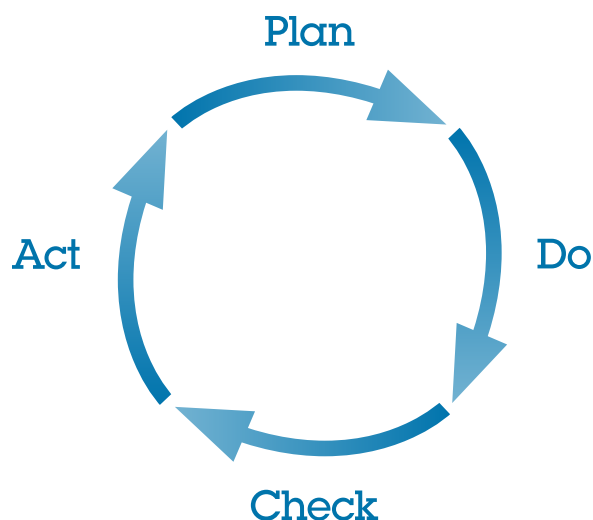
Belfast Harbour's health and safety performance is governed at the corporate level by the Safety, Environmental and Security Committee. The Committee comprises members of the Board supported by the executive management team.

The Committee advises the board on all aspects of health and safety throughout the Port and Harbour Estate, including ongoing obligations under the Port Marine Safety Code.



## Operational Controls

Day-to-day actions are managed in line with the policies, objectives and targets using a suite of standards, risk assessments, procedures, work instructions and method statements based on the Plan, Do, Check, Act model.



# Occupational Competence

The key competencies, skills and knowledge required of Harbour employees are delivered through the recruitment selection process and on-going awareness, training and development programmes. Safe working requirements are embedded into job descriptions, training and development, systems of work and performance management.

During 2016, Belfast Harbour commenced the implementation of Safetyhub, an online safety training and awareness package to deliver courses for management and employees.

### Topics covered included

- Manual Handling
- Preventing Slips, Trips and Falls
- Behavioural Safety
- Workplace Housekeeping
- Working with tools

### Other training was undertaken in areas including

- Marine safety
- Dynamic Risk Assessment
- First aid at work and the use of automatic external defibrillators
- Movement of Dangerous Goods
- Safety Observation Scheme

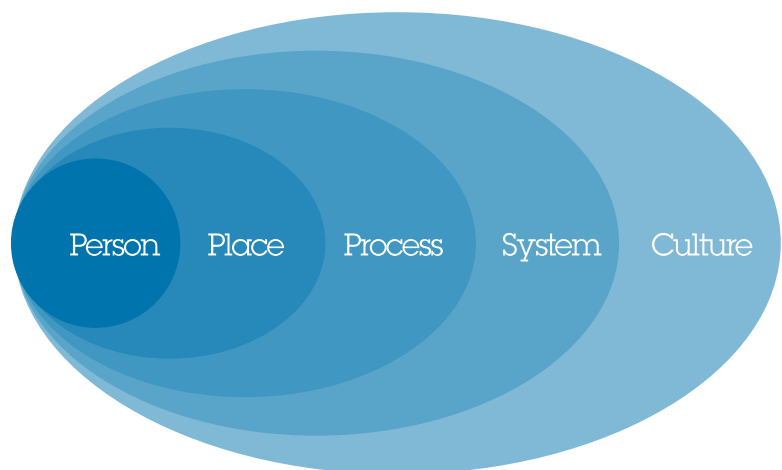


# Health and Safety Management System

Belfast Harbour operates a formal Occupational Health and Safety Management System (SMS) which is certified to the internationally recognized BS OHSAS 18001:2007 standard.

The SMS encompasses:

- Safety Management
- Marine Safety Management
- Emergency Management
- Occupational Health





# Safety Management

**The Harbour's reportable accident statistics continue to compare favourably with industry benchmarks.**

During 2016 one accident met the criteria for reporting to the Health and Safety Executive NI – an employee suffered a foot injury when a steel bar fell on it.

Key safety programmes during 2016 have included the following;

- Dynamic risk assessment
- Reinforcement of the safety observation scheme
- On-line safety induction for contractors and port users
- Electrical safety
- Safe working at heights
- Water safety
- Dust management
- Control of substances hazardous to health
- Wire rope handling



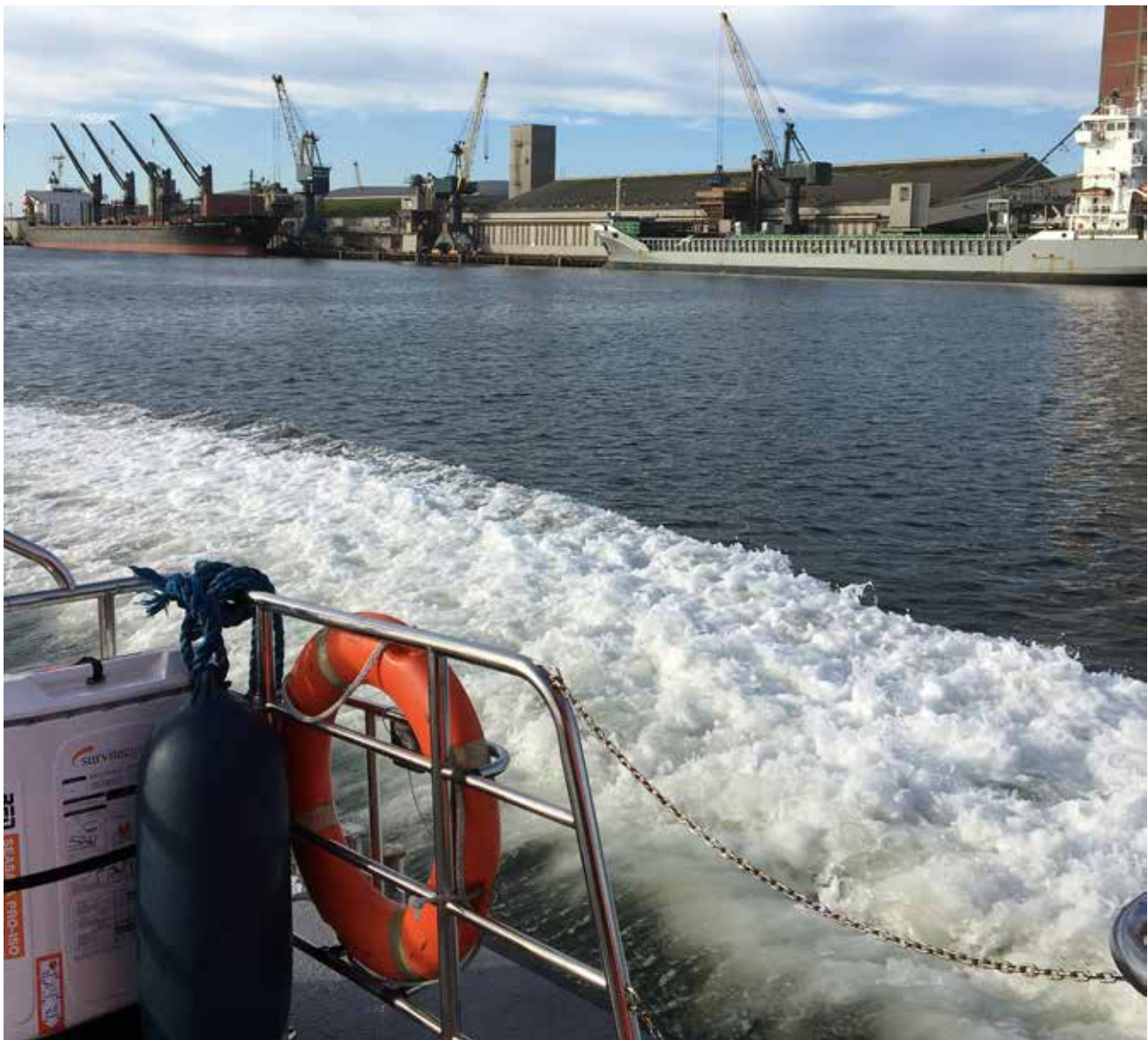
# Marine Safety Management

**Belfast Harbour is committed to the Port Marine Safety Code (PMSC) and operates a formal Marine Safety Management System which is based on the ongoing assessment of navigational risks.**

The Department for Transport requires all UK ports to assess and declare their compliance with the PMSC every 3 years.)

During 2016:

- 4 Marine incidents met the criteria to justify reporting to the Marine Accident Investigation Branch (MAIB). Two of these incidents resulted in injuries on board vessels, the third involved contact between a vessel and a navigation beacon and the fourth incident involved a near miss collision between two commercial vessels.
- Marine incidents and non-conformances against the Marine Safety Management System were reviewed on a regular basis, throughout the year.
- All navigational risk assessments were reviewed and revised where appropriate.
- Independent internal and external audits of the Marine Safety Management System were conducted to ensure continuing compliance with the PMSC.
- Attention continued to be focused on Port legislative requirements and updating of Bye-laws.
- Consultation and communication with marine stakeholders was conducted through a number of specialist Marine Forums.





# Emergency Management

**Belfast Harbour working with partners in the Belfast Emergency Preparedness Group has developed and maintains a Multi-agency Major Incident Emergency Plan for the Harbour Estate.**

During 2016:

- The Multi-agency plan was reviewed and updated by the relevant participating agencies
- Belfast Harbour continued to work with stakeholders in the development and testing of flood risk management plans
- Belfast Harbour led a full day Oil Spill Incident Management exercise in which the Harbour and other partners tested their response to a simulated major oil spill
- External audits of the Business Continuity Management System confirmed continuing compliance with the internationally recognised ISO 22301 standard



# Occupational Health

## **Belfast Harbour maintains an occupational health programme for employees.**

During 2016, the Harbour's Health and Well Being Programme incorporated the following activities:

- Noise and vibration assessments
- Review and reassessment of substances hazardous to health
- Annual influenza vaccinations.
- Smoking Cessation Programme.
- Cycle to Work Scheme.
- Gym Scheme and gym facilities.
- Stress Awareness Programmes.
- Acupressure Massages.
- Atrial fibrillation screening
- 'MOT' Health checks and Action Cancer awareness and screening
- Support for employees participating in sporting events such as the Belfast Marathon.
- Provision of counselling through an employee assistance programme.



## Public Safety

**Many areas of Belfast Harbour are accessible to the public giving rise to a wide range of health and safety considerations that can involve Belfast Harbour to varying degrees. Such considerations include:**

Cruise and ferry passengers travelling through the port, road safety and public safety at major entertainment events organised by third parties.

During 2016:

- There were 12 road traffic collisions resulting in injury within the Harbour Estate, this represents a 33% increase from 2015.
- There were 82 cruise calls with 145k visitors passing through without incident.
- Belfast Harbour responded to nine reported or threatened immersions in support of the emergency services within our statutory area of responsibility.
- Almost 1.4 million ferry passengers passed safely through the Port.
- Over 80 public events were hosted at the Harbour Office with no incidents being reported.





## Communication and Engagement

**During 2016 Belfast Harbour facilitated several meetings with port users and other interested parties. The Harbour conducted flood risk, marine safety, Port health and Harbour resilience forum meetings to facilitate risk reduction and emergency preparedness within the Harbour Estate.**

More than 2100 Port users completed the on-line Health, Safety and Environmental induction process during 2016.

The Harbour has continued to use a text alerting system to inform port users, tenants and key holders of potential issues within the Harbour

Estate. Social media, including Facebook and Twitter have also been used to keep interested parties informed.

Users of the Port and the Harbour Estate can report health and safety concerns and physical hazards electronically using the Harbour website. Internal functional review meetings have continued and use is made of various media including safety TV, on-line training and awareness systems, tool box talks, safety bulletins and newsletters to keep employees and port users advised on health and safety matters.

The Harbour continues to work closely with Port Skills and Safety, the port sector body charged with improving health and safety performance throughout the UK and Ireland, Belfast Harbour has also participated in events with the Northern Ireland Safety Group to promote industry best practice within Northern Ireland.



# Investing in a Better Future

The development of the Port through the centuries is inextricably linked to the development, growth and significance of Belfast.

Consequently Belfast Harbour understands the importance of engaging with local communities, providing assistance in terms of both time and money, building bridges to education and training, managing and improving our safety performance and ensuring that our contractors and suppliers also behave responsibly.



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