

By: Deputy Chief Fishery Officer

To: Kent and Essex Inshore Fisheries and Conservation Authority –
19 May 2026

Subject: Health & Safety Update

Classification: Unrestricted

Summary:

This report will provide Members with an update on the work carried out to date to ensure that Health & Safety requirements and legislation are complied with.

Recommendation:

This report is for **COMMENT** and **NOTING** only.

Background:

In 2015, following a review of all policies and on the advice of the auditors, the Health & Safety Policy was revised and updated taking into account the requirements of the IFCA. Members agreed this new Health & Safety policy and required that they review it annually.

- 1.1 As required within the policy, the Deputy Chief Fishery Officer and the Office Manager have met twice to formally discuss any issues that had arisen with regard to health & safety. Matters discussed were as follows:
- Accidents or Incidents
 - Employee performance.
 - Sub-contractor performance.
 - To review and arrange the training and instruction of all employees.
 - Review and monitor any action plans created following audits and site inspections, and to ensure identified corrective actions are implemented as appropriate.
 - Review the effectiveness of the Authority's policy information and its dissemination to its employees and sub-contractors.
 - Review and allocate individual responsibilities for health and safety throughout the Authority and to ensure that all individuals are made fully aware of their level of responsibility.

1.2 Since the last annual report one incident has occurred.

On 17 March 2026 staff were taking part in RIB capsizing training at the maritime college at Gravesend. Two members of staff wearing PPE were asked to enter an overturned RIB in a pool to start the training exercise. On entering the RIB one member of staff hit their head on a wooden seat frame and one their face and head on the centre console in the middle of the RIB. Both members of staff were treated at the time under the training centre's H&S policy and were taken to hospital/minor injuries centre for a check-up in line with IFCA H&S policy for head injuries. No concussion or issues were found and both members of staff returned to work the next day

This matter was investigated by the DCFO and the OM who concluded that the maritime college hadn't given clear instructions to staff on where to enter the RIB, staff had followed the IFCA's policy with regard to head injuries and that no other action should be taken.

1.3 External training undertaken by staff since May 2025 has been as follows:

RIB capsizing training – seven

STCW sea survival training – one

STCW fire fighting at sea – one

STCW 1st aid training – two

STCW security awareness training – one

STCW safety & social responsibilities training – one

Manual handling training – one

Confined spaces training – one

Working at heights training – one

Quad bike refresher training - two

1.4 All risk assessments continue to be reviewed on an annual basis or as required.

Since August 2018 the patrol vessels Tamesis and Nerissa have carried a defibrillator on board and since July 2024 defibrillators have been installed in the Ramsgate and Brightlingsea offices

Recommendation:

This report is for **COMMENT** and **NOTING** only.