

By: Deputy Chief Fishery Officer

To: Kent and Essex Inshore Fisheries and Conservation Authority –
18 June 2025

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.
This year included training on safety management systems and Workboat Code 3 as it applied to the IFCA's vessels.
- 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 22 May 2025 while on board Nerissa and entering into Ramsgate harbour, a member of staff exited the wheelhouse in order to get the attention of the crew of a yacht that was causing navigational issues for Nerissa getting to her moorings . In leaving the wheelhouse, the staff member hit their head on the door frame. They completed their duties on board the boat, left and drove home. They came to work the next day and subsequently became more unwell and was taken to Margate hospital A&E where they were diagnosed with severe concussion.

This matter was investigated by the DCFO and the OM and the following was concluded:

- A step had been placed outside the wheelhouse door in April 2024 to address water pooling outside the door. It is the width of the door, approx. 25cm deep and 15cm high. The staff member shouldn't have needed to duck to get through the door. If the step hadn't had been there the accident was unlikely to have happened. Consideration will be given as to whether the step should be removed.
- Log books need to be revisited to ensure accidents are recorded appropriately. Consideration will be given to using MCA log books.
- Communication regarding accidents at work needs to be improved and quantified. All staff to be reminded of their responsibilities with regard to the reporting of accidents to both DCFO and/or OM as soon as the accident happens. Types of accidents that must be notified will be specified.

1.3 External training undertaken by staff since May 2024 has been as follows:

STCW sea survival training – four staff

STCW fire fighting at sea – four staff

STCW 1st aid training – two staff

STCW security awareness training – two staff

STCW safety & social responsibilities training – two staff

Manual handling training – two staff

Confined spaces training – two staff

Working at heights training – two staff

Anaphylaxis awareness training – two staff

Defibrillator/CPR training – all staff

Safety management systems awareness and Designated Person training – three staff

Safety management systems awareness training – two staff

- 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

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