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Committee Environment Committee  
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## Wellington Harbour Safety Management System

### 1. Purpose

To inform the committee of the development of the draft Wellington Harbour Safety Management System, which has been prepared to fulfil the requirements of Port and Harbour Safety Code was presented to the Committee in February 2006.

### 2. Significance of the decision

The matters for decision in this report do not trigger the significance policy of the Council or otherwise trigger section 76(3)(b) of the Local Government Act 2002.

### 3. Background

In February 2006, the Port and Harbour Risk Assessment, prepared by Marico Marine NZ Limited, was presented to the Environment Committee for information. The Risk Assessment was prepared as a result of a collaborative review process (involving councils, shipping companies and port companies) into port and harbour safety systems recommending that all harbour authorities complete a harbour risk assessment. This decision was endorsed when the National Advisory Committee adopted the New Zealand Port and Harbour Safety Code, which amongst other things, formally required all harbour authorities to adopt a risk assessment.

Greater Wellington, in conjunction with CentrePort, duly prepared the, *Port and Harbour Marine Safety Code Navigational Risk Assessment* report, which identified and ranked 78 risks associated with vessel navigation in Wellington harbour, the greatest of which comes from the ferries that provide a passenger and freight roll-on roll-off service. The recommendation to upgrade the Beacon Hill facility first emerged from this report.

The New Zealand Port and Harbour Safety Code also requires that all harbour authorities prepare and implement a Navigational Safety Management System (SMS) which provides an overall framework for the management and

coordination of marine activities necessary to facilitate navigational safety. It is this report that is being presented to this Committee meeting.

#### 4. Comment

After a considerable amount of work with our consultants, Marico Marine NZ Limited, and working in close cooperation with CentrePort Wellington Ltd, the Wellington SMS was completed at the end of June 2007.

The Regional Harbourmaster is required to ensure that a holistic SMS is produced that combines both Greater Wellington and CentrePort functions and responsibilities into one document. It is then the responsibility of both the Harbour Authority and CentrePort to work together to implement the controls and procedures required by the SMS.

The SMS is structured into three stages of required action, those being the development of a navigational SMS manual, the development of an operating control manual, and the development of a harbour safety plan. **Attachment 1**, which is taken from the full SMS report, illustrates these requirements.

As part of the requirements to develop a navigational SMS manual, a number of policies are recommended for adoption which recognise Greater Wellington's commitment to navigational safety as one of its statutory functions, and also describe our organisational responsibilities and arrangements to ensure that the SMS is implemented. These policies have been developed in conjunction with CentrePort, and include policies on:

- Navigational Safety
- Vessel Traffic Service (VTS)
- Pilotage
- Enforcement; and
- Consultation

The SMS also includes sections on organisation structures, implementation of the plan, risk control measures, systems operation, document controls and training.

While the SMS simply formalises much of the work which the harbours department already undertakes, it will enormously increase the requirements for formal documentation and assessment. Key hazards identified as part of the development of the SMS are followed by milestone tasks required for mitigation, with target dates to achieve these tasks. The target dates are indicative only, and will likely require modification and adjustment, and will depend on staff and budget resources needed to complete them. The Long Term Council Community Plan already identifies the need to increase staff resource to achieve this. The SMS is a medium-term plan that, in the case of some ports, could need up to five years to implement.

It is the intention of the SMS that the highest risk be mitigated first. For Greater Wellington, the key implementation tasks relate to implementing the Beacon Hill upgrades, and documenting existing procedures and processes. These can be done in the relative short term. However, Bylaw reviews are also proposed in the SMS, and this represents a more long term and potentially complex task.

Once endorsed by CentrePort and Greater Wellington respectively, the SMS then requires future submission to Maritime New Zealand for audit and approval.

## 5. Communication

The SMS is currently a draft document. Once endorsed by Council, appropriate communication will be developed to inform all key maritime stakeholders of the outcomes and significance of the SMS.

## 6. Recommendations

*That the Committee:*

1. ***Receives*** the report;
2. ***Notes*** the content; and
3. ***Recommends*** that Council adopt the Wellington Harbour Safety Management System

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**Attachment 1: Components of the Navigational Safety Management System**

**Attachment 2: Wellington Harbour Safety Management System**