



**Lochboisdale Development Limited**

**Statutory Harbour Authority for  
the Lochboisdale and Gasay Port**

## **Risk Review 2020**

**Volume 2: Insurance and Risk Control Action Reports  
& List of Risk Controls  
for the Lochboisdale and Gasay Port**

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**APPROVED: 09 September 2020**

# Annex 1B Risk Assessment: Marine & Navigational: Insurance + Action Report

Lochboisdale and Gasay Port  
Lochboisdale Development Limited

Sheet 1 of 3 HZ1000-HZ1999

HAZARD IDENTIFICATION & RISK CONTROL			INSURANCE		ACTION LIST			
Hazard ID & Title	Hazard Detail/Causes	Existing Risk Controls (ERC) or Mitigations	Current Insurance	Proposed Changes to Insurance Regime	Proposed Risk Controls (PRC) or Mitigations needing action	Action by	Target Date	Status/Remarks
What are the hazards?	Who or what might be harmed and how?	What are you already doing to control the risk?			What further action is needed to control the risk?			
<b>HZ1000: MARINE HAZARDS</b>								
<b>HZ1100: Vessel Collision</b>								
HZ1101 Ferry or other large constrained vessel collides with small vessel emerging from Lochboisdale Harbour	1) Injuries/damage N of Gasay 2) Small vessel might be sail boat or fast rib/motor boat helmed by a 'local resident' familiar with harbour or a 'visitor' unfamiliar with it 3) Causes: human error; S wind 30+kt keeping large vessel to S of Channel; vessel/harbour equipment failure (eg CCTV, AtN, power); poor comms/co-ord with Ferry Terminal	Maintain effective comms with CalMac Ferry Terminal General Directions NtMs re large constrained vessels and marine traffic lights Info on website & given by HM Marine traffic lights Mark narrow channel on charts	4.625 Insurance cover: £10m 3rd party & employer liability cover	Increase cover towards £35m for 3rd party and £15m for employee injury	SOP/training for operation of marine traffic lights by staff on rota (incl dealing with emergencies)	HM	31/10/2020	...
HZ1102 Ferry or other large vessel collides with vessel in outer Port approaches	1) Injuries/damage from collision in the outer Port SHA area 2) Causes: human error; poor visibility; vessel or harbour equipment failure (e.g. CCTV, AtN); poor comms/co-ord with Ferry Terminal	Maintain effective comms with CalMac Ferry Terminal General Directions NtM re constrained vessels Briefing info on website AtNs + Mark channel on chart	3.75 See HZ1101	See HZ1101	Consider NtM re preferred anchorages/DP sites S of Gasay	HM	31/10/2020	...
HZ1106 Vessel collides with a Vessel anchored SE of Gasay	1) Location: Large vessel anchorages - S and E of Gasay 2) Designated for use by Cruise Ships or Large Vessels seeking refuge to anchor or hold station with DP	Maintain effective comms with CalMac Ferry Terminal General Directions	2.625 See HZ1101	See HZ1101	Consider NtM re preferred anchorages/DP sites S of Gasay	HM	31/10/2020	...
<b>HZ1200: Vessel Contact whilst Berthing</b>								
HZ1201 Vessel contact with pontoons	Possible Causes: Human error, Wind, Pontoon storm damage, Pontoon anchorage/mooring failure, Vessel steerage failure	Navigational chart Easy-to-use berth for sail boats Harbour website pontoons info Regular pontoon inspections (inc anchorages/moorings)	2.75 Liability cover of £10m Property insured for £554k with 150k 36 month business interruption cover	Cover considered adequate	Test/exercise of harbour emergency preparedness plans	HM/CE	31/03/2021	...
<b>HZ1300: Vessel Contact whilst Underway</b>								
HZ1301 Vessel impacts breakwaters	1) Possible cause: Human error, AtN or Vessel equip failure, Wind 2) Incident: Catermaran skipper lost control, contacted W b/w 01Jun2016 3) E b/w realigned as CMAL 2012HIRA	Breakwater AtNs General Directions Briefing info on website	2.25 First loss policy in place pays up to a ceiling of £1m	Cover considered adequate	SOP re AtN maintenance and regular returns to NLB	HM	31/10/2020	...

# Annex 1B Risk Assessment: Marine & Navigational: Insurance + Action Report

HAZARD IDENTIFICATION & RISK CONTROL			INSURANCE		ACTION LIST			
Hazard ID & Title	Hazard Detail/Causes	Existing Risk Controls (ERC) or Mitigations	Current Insurance	Proposed Changes to Insurance Regime	Proposed Risk Controls (PRC) or Mitigations needing action	Action by	Target Date	Status/Remarks
What are the hazards?	Who or what might be harmed and how?	What are you already doing to control the risk?			What further action is needed to control the risk?			
HZ1302 Vessel contacts a) cargo lost over-board or b) equipment lost from marine install'n	Location: Port area outside of harbour	..	2.5 See HZ1101	See HZ1101	...	...	...	...
HZ1303 Vessel contact with wreck (incl. a disturbed wreck whilst underway)	1) Location: Port outside harbour 2) Known underwater obstructions: obstruction marked on chart E of Gasay Rock removed by UKHO following LDL hydro survey 2016)	General Directions NtM re reporting of wrecks	2.25 See HZ1101	See HZ1101	Policy/SOP re hydrographic and wreck surveys	HM	31/10/2020	...
<b>HZ1400: Vessel Grounding or Stranding</b>								
HZ1401 Vessel grounding whilst entering or leaving harbour	Location: N Channel - N & W of Gasay	General Directions Briefing info on website incl. water depths AtN on breakwaters	3.5 Wreck removal cover of £5m, plus £150k 36 months business interruption cover	Cover considered adequate but review merits of retaining a salvor to fix rates etc	Policy/SOP re hydrogr.surveys SOP re AtN maintenance and returns to NLB	HM	31/10/2020	...
HZ1402 Vessel loses propulsion during dredging ops due to high levels of suspended silt	1) Location: N Channel 2) Hazard first identified by CMAL 2012 HIRA as suspended silt in ferry cooling water intake compromising propulsion 3) Also applicable to other vessels	Maintain comms with CalMac Ferry Terminal	3.5 See HZ1101	See HZ1101	SOP & NtM template re dredging	HM	31/10/2020	...
HZ1403 Vessel grounding due to shoal not marked on navigational charts	1) Location: N Channel 2) Hazard first identified by CMAL 2012 HIRA, Hazard 1.8. Led to a recommendation to notify UKHA of a shoal not then marked on charts (namely 5m contour extending further in to Loch Boisdale approach)	Depth info advised to UKHO and published on charts	3.5 See HZ1101	See HZ1101	Policy & SOP for hydrographic surveys	HM	31/10/2020	...
HZ1404 Vessel grounding on a shoal or high-point within the sheltered harbor	1) Location: Within the breakwaters of Lochboisdale Harbour	When convenient, HM briefs masters of vessels not familiar with Lochboisdale Harbour	3.5 See HZ1101	See HZ1101	Policy & SOP for hydrogr.surveys Consider pole/paint marks to identify high points	HM	31/10/2020	...

# Annex 1B Risk Assessment: Marine & Navigational: Insurance + Action Report

HAZARD IDENTIFICATION & RISK CONTROL			INSURANCE		ACTION LIST			
Hazard ID & Title	Hazard Detail/Causes	Existing Risk Controls (ERC) or Mitigations	Current Insurance	Proposed Changes to Insurance Regime	Proposed Risk Controls (PRC) or Mitigations needing action	Action by	Target Date	Status/Remarks
What are the hazards?	Who or what might be harmed and how?	What are you already doing to control the risk?			What further action is needed to control the risk?			
<b>HZ1500: Vessel Capsize/Listing/Foundering</b>								
...	...	...	...	...	...	...	...	...
<b>HZ1600: Vessel Fire/Explosion/Flood</b>								
HZ1610 Vessel fire onboard whilst moored alongside	1) Location: Harbour quay/pontoon 2) Incident: 09Jun2019 when fire in a campervan parked next to quay set alight 3 other campervans and sent burning debris toward vessel at quay	General Directions NtM re Fuelling Onsite fire fighting equipment	See HZ1101	See HZ1101	SOP for parking/use of vehicles with gas bottles	HM	31/10/2020	...
HZ1620 Vessel flooding whilst moored in harbor	Location: Harbour quay or pontoons	2 small submersible pumps + call fire brigade for pump assist	See HZ1101	See HZ1101	...	...	...	...
<b>HZ1700: Vessel Machinery Failure</b>								
...	...	...	...	...	...	...	...	...
<b>HZ1800: Vessel Causes Pollution</b>								
HZ1801 Vessel causes major oil spill in Port	Location: Port area outside harbour	Oil Spill Contingency Plan Briggs contract for Tier 2 response	Cover in place of £1m	Review for large vessel seeking port of refuge in SHA causing spill	Mobilisation/training of certified Tier 1 responders able to call for Tier 2 support	HM	31/10/2020	...
HZ1811 Vessel causes an oil spill within sheltered harbor	Location: Within the Lochboisdale Harbour breakwaters Possible Cause: Bunkering failure	NtM re Fuelling Oil Spill Contingency Plan HM On-scene Commander Harbour Tier 1 equipment	Cover in place of £1m	Cover considered adequate	Mobilisation/training of certified Tier 1 responders MOU with CalMac re sharing local oil spill response resources	HM	31/10/2020	...
<b>HZ1900: Other Marine Incident</b>								
HZ1910 Conflict between vessel/diving ops	Location: Within the Lochboisdale and Gasay Port	NtM re diving operations	See HZ1101	See HZ1101	Testing/exercise of Emergency Preparedness Plan	...	...	...
HZ1980 Anarchy/Terrorism within SHA	Serious disruption to Harbour ops such as CalMac Ferry being halted within the channel N of Gasay	Port Facility Security Plan Member of Scotland West Coast Port Security Organisation	No cover in place	Keep alert for changes in risk and insurance cover available	Update Port Facility Security Plan Security Clear suitable staff pool	HM/DP	31/03/2021	...
<b>Abbreviations:</b>					<b>Legend:</b>			
AtN	Aids to Navigation	NRC	No Risk Controls					blue text is data input
DP	Dynamic Positioning	NtM	Notice to Mariners					black is fixed text or calculated
ERC	Existing Risk Controls	PRC	Proposed Risk Controls					pink row is SUB-HEADING
HIRA	Hazard ID & Risk Assessment	SHA	Statutory Harbour Area					+ or - are toggle buttons to show of hide groups of cols/rows
NLB	Northern Lighthouse Board	SOP	Standard Op Procedure					

HAZARD IDENTIFICATION & RISK CONTROL			INSURANCE		ACTION LIST			
Hazard ID & Title	Hazard Detail/Causes	Existing Risk Controls (ERC) or Mitigations	Current Insurance	Proposed Changes to Insurance Regime	Proposed Risk Controls (PRC) or Mitigations needing action	Action by	Target Date	Status/Remarks
What are the hazards?	Who or what might be harmed and how?	What are you already doing to control the risk?			What further action is needed to control the risk?			
<b>HZ3000: OTHER BUSINESS HAZARDS</b>								
<b>HZ3100: Financial Hazards</b>								
HZ3110 Loss of income	Default by debtors leading to write-offs by LDL	Invoicing Chasing of overdue accounts	5 No cover in place	Consider revision to cover	Prompt invoicing and chasing of overdue accounts	HM	31/07/2020	
HZ3120 Loss of funds or of key employees	Theft, Fraud, Bribery, Corruption	Stòras Financial Rules & Regs inc dual authorisation of payments and annual audits	3.9 Cover in place with a limit of £2m for Fraud and £1m for Theft	Cover considered adequate	Review of cash handling arrangements			
HZ3150 Missed investment opportunity	Including missed opportunity to secure grant funding							
HZ3160 Loss of funds	Collapse of financial institution	Stòras Group treasury function + Financial Rules & Regulations						
<b>HZ3200: Employee-Related Hazards</b>								
HZ3210 Loss of key Employee	Incidents: CE 2016-19, HM 2019 Weak management and adverse impact on Harbour operations	None - LDL and its parent Stòras Group have struggled with frequent management changes	10.5 None	Keyman insurance	Identify employee backfill arrangements in case of non-availability of a key person CE backfill for HM			
HZ3220 Employee injury at work	Employee injury claim incl in relation to HZ0100-HZ2999, assault, work at harbour/Oifis Stòras	H&S joint top priority for the LDL board together with financial sustainability of the business	4.1 Cover in place with limit of £10m	Consider increasing cover to £15m to match industry standard	Emergency exercises			
HZ3230 Discrimination at work	Employee discrimination claim	Employee Terms and Handbook	4 Cover in place with limit of £10m	Cover considered adequate	Review Employee Handbook Regular staff appraisals			
HZ3240 Dispute with Workforce	Employees withdraw labour				Review Employee Handbook Regular staff appraisals			
HZ3250 Deteriorating Quality	Customer service deteriorates	Maintain focus on quality of service delivery						
HZ3290 Wrong Decision by Director/Employee	3rd party claim against LDL and/or reputational impact	Briefings on Director Duties	3.6 Liability cover in place of £5m	Cover considered adequate	Staff appraisals and training? Board effectiveness reviews?			
<b>HZ3300: 3rd Party-Related Hazards</b>								
HZ3320 3rd Party injury or property damage	3rd-party Claim including in relation to HZ0100-HZ2999 or damage to vehicles, fishing gear	H&S joint top priority for the LDL board together with financial sustainability of the business	3.6 Liability cover in place with limit of £10m	Consider increasing cover towards £35m	Emergency exercises			

# Annex 3B Risk Assessment: Other Business Hazards: Insurance+Action Report

HAZARD IDENTIFICATION & RISK CONTROL			INSURANCE		ACTION LIST			
Hazard ID & Title	Hazard Detail/Causes	Existing Risk Controls (ERC) or Mitigations	Current Insurance	Proposed Changes to Insurance Regime	Proposed Risk Controls (PRC) or Mitigations needing action	Action by	Target Date	Status/Remarks
What are the hazards?	Who or what might be harmed and how?	What are you already doing to control the risk?			What further action is needed to control the risk?			
HZ3330 Dispute with Customer	Customer contractual/liability claim Harbour management distraction Possible reputational damage	HM skill in customer relations Terms of Berthing on harbour website	4.1 Liability cover in place with limit of £10m	Cover considered adequate	Review Terms of Berthing for adequacy including re Boat Hoist and blocking Boats ashore			
HZ3340 Harbour property damage by 3rdPty	Claim for damage to LDL property by 3rd party such as Vehicle impacting Boat Hoist/Gateway walls etc							
HZ3380 Pandemic impact on Harbour ops	Incident: COVID-19 (HZ0100-HZ0199) with major impact on business	Maritime Declaration of Health Experience of COVID-19	2.1 No cover in place	Consider adding future Pandemic cover	Employee backfill plan in case of key person non-availability Check SOPs guide staff on backfill			
<b>HZ3400: Compliance-Related Hazards</b>								
HZ3410 Breach of Regulations	Breach of H&S or other regulations Possible fine Reputational damage	Board oversight Audits and regular reviews of procedures	4.5 Cover of £100k for legal costs etc No cover for fines	Appears adequate				
<b>HZ3500: Information Technology Hazards</b>								
HZ3510 IT failure	Cyber/vandal attack on LDL ITsystem compromises harbour ops + requires reinstate hardware, software & data	Stòras Group IT-support contract	5.3 No cover in place	Cyber policies now worth consideration	Review effectiveness of data backup/business recovery plan/ AtN+CCTV+traffic light support			
<b>HZ3600: Utilities-Related Hazards</b>								
HZ3610 Power cut	Harbour operations compromised	Battery backup for traffic lights Breakwater AtNs are solar LEDs	4 Business interruption cover of £150k for 3yr	Cover considered adequate	Standby generator to power HM Office?			
<b>HZ3900: Other Impacts on Business</b>								
HZ3910 CalMac ferry service ends	Scottish Government withdraw support for the Lochboisdale service							
<b>Abbreviations:</b>					<b>Legend:</b>			
AtN	Aids to Navigation	NRC No Risk Controls			blue text is data input			
DP	Dynamic Positioning	NtM Notice to Mariners			black is fixed text or calculated			
ERC	Existing Risk Controls	PRC Proposed Risk Controls			pink row is <b>SUB-HEADING</b>			
HIRA	Hazard ID & Risk Assessment	SHA Statutory Harbour Area			+ or - are toggle buttons to show of hide groups of cols/rows			
NLB	Northern Lighthouse Board	SOP Standard Op Procedure						

## Annex 8 List of Risk Controls

Applicable Hazards	Risk Control	* = Proposed Risk Control
<b>Annex 0 COVID-19 PANDEMIC HAZARDS &amp; RISK CONTROLS</b>		
<b>HZ0100-HZ0199</b>		
HZ0110, HZ3380	Maritime Declaration of Health	
HZ0110	Isolation of Vessel with symptomatic person	
HZ0120	Plan for Business as Normal after Pandemic*	
HZ0130	Handwashing Facilities	
HZ0130	Posters to promote Government Health Messages*	
HZ0140	Chief Exec able to deputise for Harbour Master	
HZ0120, HZ0180	NtM: Observance of Pandemic Regulations*	
HZ0110	Disinfection Equipment & Consumables*	
HZ0110	SOP: Disinfection of Contaminated Spaces*	
HZ0120	SOP: Implementation of Quarantine Restrictions*	
<b>Annex 1 MARINE HAZARDS &amp; RISK CONTROLS</b>		
<b>HZ1000-HZ1999</b>		
	<b>Maritime Management</b>	
HZ1101, HZ1102, HZ1106, HZ1301, HZ1303, HZ1401 HZ1610	General Directions	
HZ1101, HZ1102, HZ1106, HZ1402	Maintain effective comms with CalMac Ferry Terminal	
	<b>Aids to Navigation:</b>	
HZ1101	AtN: Marine Traffic Lights	
HZ1101, HZ1301, HZ1401	AtN: LDL Breakwater Navigation Lights	
HZ1101, HZ1102	AtN: CMAL Navigation Lights	
HZ1101, HZ1102	AtN: NLB Navigation Lights	
	<b>Notices to Mariners:</b>	
HZ1101, HZ1102	NtM: Large constrained vessels	
HZ1101	NtM: Marine traffic lights	
HZ1303	NtM: Reporting of Wrecks	
HZ1610, HZ1811	NtM: Fuelling of vessels	
HZ1910	NtM: Diving operations	
HZ0120, HZ0180	NtM: Observance of Pandemic Regulations*	
HZ1102, HZ1106	Possible NtM: Anchorage/DP site S of Gasay*	
	<b>Information on Harbour Website:</b>	
HZ1101, HZ1102	Info about pontoon layout, numbering, water depths etc on website	
HZ1201, HZ1301, HZ1401		
	<b>Information in Admiralty &amp; Cruising Publications:</b>	
HZ1101, HZ1102	Mark narrow channel/fairway on navigation chart	

<b>Applicable Hazards</b>	<b>Risk Control</b> * = Proposed Risk Control
HZ1201	Harbour layout indicated on navigation chart
HZ1403	Harbour depth info on navigation chart
	<b>Marine: Emergency Plans/mobilisation/exercises/training</b>
	Emergency Response Plan
HZ1801, HZ1811, HZ2162	Oil Spill Contingency Plan
HZ1801	Briggs Contract for Tier 2 Oil Spill Response
HZ1811, HZ1811	HM certified as MCA4 oil spill On-Scene Commander
HZ1801, HZ1811	Mobilisation/training of certified Tier 1 oil spill responders*
HZ1811	Harbour Tier 1 oil spill response equipment
HZ1811	MOU with CalMac re sharing local oil spill resources*
HZ1201	Training for duty berth assistants helping sail boats tie-up in difficult wind conditions*
HZ1910	Training/exercises re emergency preparedness for conflict between vessel and diving operations*
HZ1980	Port Facility Security Plan – update needed*
HZ1980	Security clear a suitable pool of staff*
HZ1980	Member of Scotland West Coast Port Security Committee
	<b>Marine Standard Operating Procedures:</b>
HZ1101	SOP: Operation of Marine Traffic Lights by staff on rota (including dealing with emergencies)*
HZ1201	SOP: Reservation of an “easy to access” berth for sailboats entering harbour in difficult wind conditions
HZ1301, HZ1401	SOP: Maintenance of AtNs and returns to NLB*
HZ1303, HZ1401, HZ1403, HZ1404	Policy+SOP: Hydrographic & Wreck Surveys*
HZ1402	SOP: Dredging (inc NtM template)*
HZ1404	SOP: Paint marks/pole to fix harbour seabed high spots*
HZ1404	SOP: When convenient HM briefs masters of vessels not familiar with Lochboisdale Harbour
	Port Waste Management Plan
<b>Annex 2 LANDSIDE HAZARDS &amp; RISK CONTROLS</b>	
<b>HZ2000-HZ2999</b>	
	<b>Landside Management</b>
HZ2000	HSE Safety in Docks Approved Code of Practice
HZ2000	Byelaws*
HZ2000	Local Rules for use of Landside Facilities + updates?*
HZ2000	Contractor Health & Safety Standards + updates?*
HZ3330	Customer Relations
HZ3330	Terms of Berthing (and of use of Boat Hoist and of Hardstanding for blocking Boats)*



<b>Applicable Hazards</b>	<b>Risk Control</b> <span style="float: right;">* = Proposed Risk Control</span>
	<b>Landside: Emergency Plans/exercises/training</b>
HZ2880	Emergency Response Plan & Oil Spill Response Plan
HZ2880, HZ3220, HZ3320	Emergency Exercises: Train and test emergency response
HZ2610	Fire drills*
HZ2810	Lone Working: Review robustness of response to locator alarm calls*
HZ2860	Incidents: Investigation, Reduction of the Likelihood of Recurrence and Reporting to Statutory Authorities
	<b>Landside Standard Operating Procedures:</b>
HZ0110	SOP: Disinfection of Contaminated Spaces*
HZ0110	SOP: Implementation of Quarantine Restrictions*
HZ2110, HZ2220, HZ2341	SOP: Regular Inspection/Cleaning of Slipway
HZ2220	SOP: Regular Inspection of Infrastructure incl. ladders, trip hazards, loose gear, signing, pontoons, lights, unsafe work
HZ2110	SOP: Quayside Loading Operations
HZ2140	SOP: Loading/unloading of vehicles
	SOP: Good housekeeping and a "see it, sort it" approach*
HZ2162, HZ2510	Port Waste Management Plan
HZ1610	SOP: Onsite fire fighting equipment
HZ1610, HZ2140	SOP: Parking/use of vehicles with gas bottles
HZ1620	SOP: Call Fire Brigade for pump assist such as in stopping a vessel flooding whilst moored alongside
	SOP: Call Fire Brigade for other fire/rescue assistance
HZ2620, HZ2630	SOP: Harbour Office & Stores security (+Oifis Storas RAs?)
HZ2640	SOP: Harbour & Gateway Toilet Block cleaning & security
HZ2640	SOP: Harbour Stores: Maintenance of equipment
HZ2650	SOP: Harbour Leased Plots: Secure Fencing
HZ2710	SOP: Vermin Extermination
HZ2720	SOP: Confined Spaces Register and CS operations*
HZ2730	SOP: Handling of dusty cargoes (e.g. cement)*
HZ2740	SOP: Training in Manual Handling*
HZ2820	SOP: Safe Rescue from Isolated Locations*
HZ2820	SOP: Warnings about minimising access onto Breakwaters
HZ2830	SOP: First Aid Kits & Certified First Aiders: regular condition inspections, re-certification/backup arrangements*
HZ2870	SOP: PPE: Regular condition/adequacy checks/restocking
HZ2510	Port Waste Management Plan
HZ2610	<b>Fire Risk Assessments:</b>
HZ2610	FRAs for Buildings incl HM Office, Stores, Toilets (Gateway+ Harbour) + former Visit Scotland Unit
HZ2610	Schedule FRA updates*

<b>Applicable Hazards</b>	<b>Risk Control</b> <span style="float: right;">* = Proposed Risk Control</span>
	<b>Harbour Signs, Equipment &amp; Property:</b>
HZ0110*	Disinfection Equipment & Consumables
HZ2110	Slipway Sign
HZ2110	Sign Pedestrian Routes*
HZ2110	Sign Vehicle Lanes, Parking Bays, Speed Limits
HZ1620	Small submersible pumps
HZ2110	Quayside edge timber upstands
HZ2110, HZ2220	Hi-viz paint marks around trip hazards such as bollards*
HZ2220, HZ2663	Consider lockable gates at top of pontoon bridges to Harbour and Gateway*
HZ2661	Gateway Quayside Fencing: Regular condition inspections
HZ2663	Gateway Pontoon & Access: Regular condition inspections
HZ2690	Other Property at Harbour & Gateway: Regular inspections*
HZ2822	Points of Escape from the Sea: Regular condition inspections incl of Harbour/Gateway Quayside Ladders
HZ2825	Harbour & Gateway Lifebuoys: regular condition inspections
HZ2300	<b>Lifting Operations &amp; Lifting Equipment (LOLER):</b>
HZ2300	Lifting Operations & Lifting Equipment Regulations
HZ2300	Review adequacy of LOLER compliance/record documents*
HZ2310	<b>LDL Lift Equip: Quayside Crane, Disabled Hoist+Boat Hoist:</b>
HZ2310	Require Equipment Certifiers to be authorised by LDL
HZ2310	Require regular maintenance of Lifting Equipment
HZ2341	Regular checks of Tractor brakes (incl. prior to boat lifts)
HZ2310	Require Lift Planner/Supervisor to be authorised by LDL
HZ2310	Require Lift Plans to be risk assessed
HZ2310	Require training plans/records for lift equipment personnel
HZ2310	Keep equipment locked when not in use
HZ2310	Encourage/require Crane Users to report defects to HM*
HZ2310	Disabled Hoist locked-off in COVID as certification lapsed*
HZ2310	Review future use/provision of Disabled Crew Hoist*
HZ2320	<b>Third Party Vessel/Vehicle-mounted Lift Equipment:</b>
HZ2320	3rd parties responsible for their equipment and for lifts undertaken with that equipment
HZ2320	Require 3rd parties to keep HM advised of lift plans with their equipment
HZ2410	<b>Third Party Vessel on Blocks on Hardstanding:</b>
HZ2410, HZ2420	If aware, HM draws attention of Vessel Owners/ Workers to poor blocking/access/working practices
HZ2410	Require fencing of Vessel Work Areas
HZ2410	Make Vessel Owners liable for blocking?

Applicable Hazards	Risk Control <span style="float: right;">* = Proposed Risk Control</span>
<b>Annex 3 OTHER BUSINESS HAZARDS &amp; RISK CONTROLS</b>	
<b>HZ3000-HZ3999</b>	
HZ3110	Prompt invoicing and chasing of overdue accounts
HZ3120, HZ3160	Stòras Financial Rules and Regulations
HZ3120	Review of Cash Handling Arrangements at Harbour*
HZ3210	Key Employee Temporary Backfill Arrangements (including check that SOP's provide adequate guidance to staff performing backfill duties)
HZ3220, HZ3320	H&S Priority for LDL Board of Directors
HZ3230, HZ3240	Employee Handbook
HZ3230, HZ3240, HZ3290	Regular Staff Appraisals
HZ3250	Focus on Quality and Service Delivery
HZ3290	Briefings on Director Duties
HZ3290	Reviews of Board Effectiveness
HZ3410	Audits and Board Oversight to guard against breaches of H&S or other regulations
HZ3510	Storas Group IT-support contract
HZ3510	Review effectiveness of data backup/business recovery plan for IT systems (incl AtN, CCTV, Marine Traffic Lights, Radios)
HZ3610	Battery backup for marine traffic lights
HZ3610	Solar panels & batteries to power Breakwater AtNs
HZ3610	Standby Generator to power HM Office
HZ3910	Active participation in proposals to build a new Lochboisdale Ferry Terminal & secure LB-Mallaig ferry service

## Annex 9 HSE Risk Assessment Template

Sheet 1 of 1 HZ....-HZ....

Lochboisdale and Gasay Port  
Lochboisdale Development Limited

HAZARD IDENTIFICATION AND RISK CONTROLS			ACTION LIST			
Hazard ID & Title What are the hazards?	Hazard Detail/Causes Who might be harmed and how?	Existing Risk Controls What are you already doing to control the risks?	Proposed Risk Controls What further action do you need to take?	Action by	Target date	Status/Remarks
[Hazard Group or Incident Type]			See bottom of table for Abbreviations/References/Contacts			