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Port Waste Management Plan 2020

This is a CONTROLLED DOCUMENT. The mandatory sections of this Plan have been approved by the Maritime and Coastguard Agency for the compliance with the Merchant Shipping (Port Waste Reception Facilities Regulations) as amended.

If you have any concerns or requests regarding waste management at Island Harbour Marina, please contact the Site Manager at the Control Tower on 01983 539994 or by email at:

info@island-harbour.co.uk.

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1 Introduction

Any Port in the UK from which vessels may go to sea and generate waste is required to implement a Port Waste Management Plan. Operators of shore side facilities are obliged to provide appropriate facilities for the disposal of waste and to avoid the dumping of waste at sea. This Port Waste Management Plan has been developed by Island Harbour Marina in accordance with the requirements of the 2003 No. 1809 MERCHANT SHIPPING - The Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, as amended.

Guidance for the production of this plan has been taken from the BMF and RYA document 'Port Waste Management Planning - a guide for marina operators and coastal clubs', the MCA publication 'Port Waste Management Planning - A Guide to Good Practice' and from the Port Waste Management Plans of other similar-sized marinas.

The objectives of the plan are to:

- Dispose of waste appropriately to minimise the environmental impact.
- Ensure that all marina users have the appropriate waste facilities available to them.
- Ensure that all marina users are aware of their responsibilities regarding the disposal of waste from their vessels.
- Ensure that waste reception facilities are sufficient for the volumes of waste generated.
- Correctly inform users of the type and location of facilities available.
- Promote re-use and recycling and to raise awareness of environmental best practice.
- Ensure waste is stored and then disposed of correctly.

2 Background to Island Harbour Marina

Island Harbour Marina is located on the River Medina, approximately two miles from Cowes and East Cowes on the Isle of Wight. It caters for small and medium size pleasure vessels of up to twenty-two metres in length. Commercial and/or fishing vessels are not accommodated.

The Marina is consistently being improved and upgraded. It is in an area of outstanding beauty which emphasises the importance of waste management and the associated environmental impact.

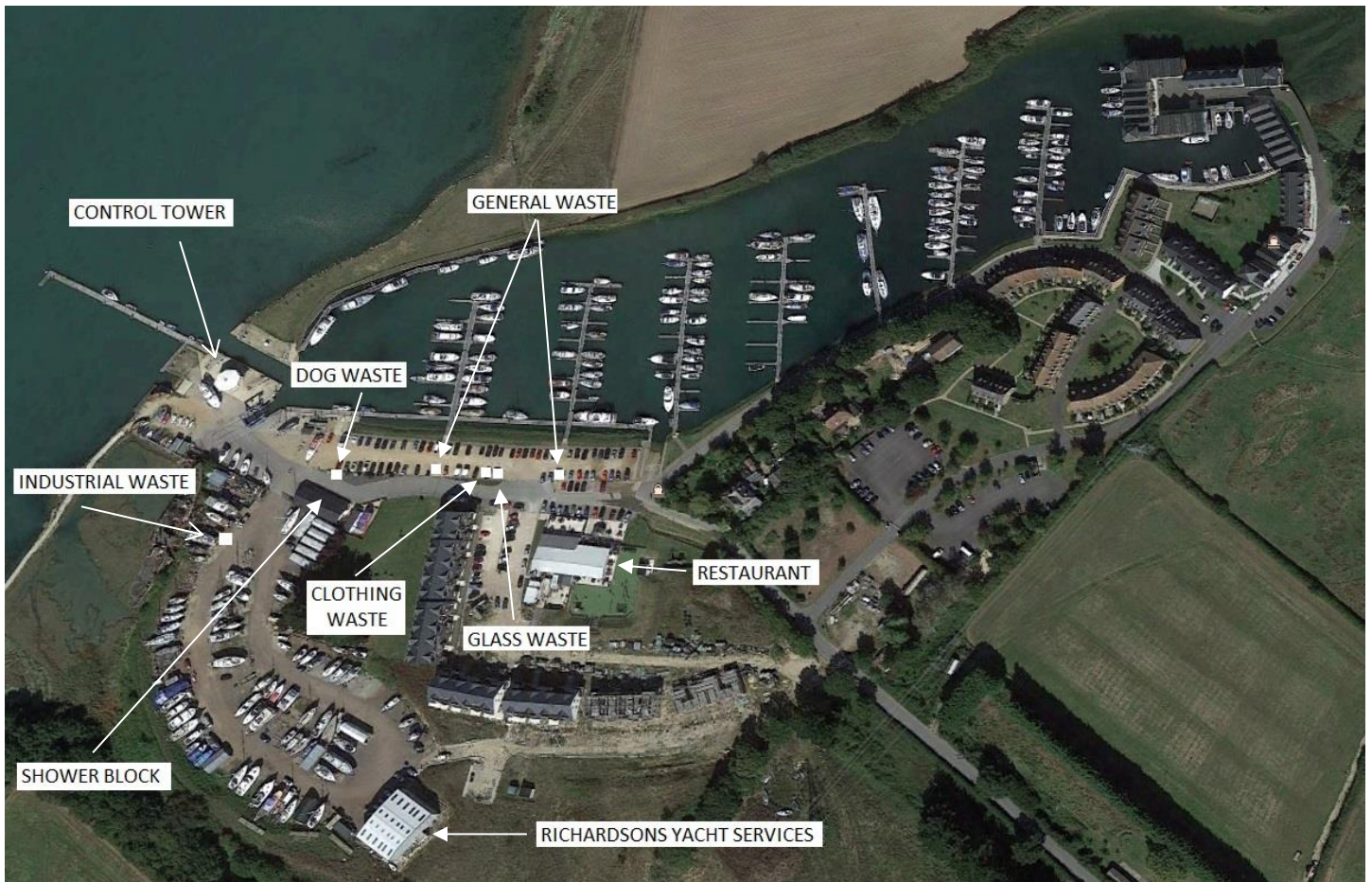
The Marina is divided into three areas, known as the 'Commercial Marina', the 'Residential Marina' and the hardstanding boatyard. This Plan applies to all customers, in all areas. There is also a Holding Pontoon, which is 100 metres long, stretching out into the River Medina. Vessels, including water taxis may moor there for short periods, but must not unload either equipment or waste.

There is an on-site restaurant and bar called 'The Breeze Restaurant & Bar', operated by Uavend Investments (Breeze) LLP and a boat repair yard and chandlery, operated by Richardsons Yacht Services LTD. The 'Commercial Marina' is operated solely by Island Harbour Marina. The 'Residential Marina' is managed and overseen jointly by Island Harbour Marina and the Island Harbour Residents Association LTD, who are an independent Management Company, acting for the owners of the vessels in the 'Residential Marina', who also own houses within the area of the marina.

The following independent companies which operate within the marina must make their own waste disposal arrangements. However, their arrangements must satisfy all Maritime Coastguard Agency and Island Harbour requirements.

- Uavend Investments (Breeze) LLP
- Island Harbour Residents Association LTD
- Richardsons Yacht Services LTD

3 Map of Island Harbour



4 Legislation

The Merchant Shipping and Fishing Vessels (Port Waste Reception Facilities) Regulation came in to force on 15 July 2003 and made port waste management a legal requirement. All operators of shore-side facilities have an obligation to provide facilities to enable vessels to land waste for disposal and to avoid the dumping of waste at sea.

It is a legal requirement of all vessels to land waste before proceeding to sea, unless they can prove that they have adequate waste storage on board to reach their next port of call. Vessels can be legally directed to land waste (incurring the appropriate disposal fee) prior to departure.

Vessels that do not comply with Island Harbour Marina's Port Waste Management Plan may lose their berthing rights and can be reported to the MCA for legal enforcement action.

5 Users

The Marina solely caters for pleasure craft. The majority of vessels using the Marina are small or medium sized, up to a maximum of twenty-two metres in length. Commercial and fishing vessels are not accommodated.

Vessel owners are required to offload all ship-generated waste (other than sewage) to shore facilities at Island Harbour Marina, but are not required to notify the Marina in advance.

6 Responsibilities and consultation

All these businesses have provided full details of how they manage their waste. It can be reported that all conform to the standards required and expected by Island Harbour Marina. Confirmation by them is held on file by the company.

- Uavend Investments LLP, the owning company of Island Harbour Marina.
- Uavend Investments (Breeze) LLP, the owning company of the Breeze Restaurant & Bar.
- Richardsons Yacht Services LTD.
- Island Harbour Residents Association LTD.

All resident vessels have been provided with a copy of Island Harbour Marina's Port Waste Management Plan and have been informed of its requirements. Vessels visiting Island Harbour for short periods can find a copy of the plan on its noticeboards, in its annually published brochure and on its website, along with additional relevant information. The website is www.island-harbour.co.uk.

Regular consultation and liaison occurs between Island Harbour management and all users of the Marina to ensure that all aspects of the Management Plan are complied with and that any recommendations are taken forward.

7 Waste

The volumes of waste produced by the Marina are difficult to predict, due to vessel activity varying greatly depending on the weather and the time of year. The types of waste are listed below from 7.1 to 7.12.

Vessels using Island Harbour Marina rarely leave the UK and it is highly unlikely that any vessel would either travel to or arrive from outside of the European Union. It is therefore also highly unlikely that there will ever be any Category 1 International Catering Waste at Island Harbour.

Facilities are provided at Island Harbour Marina for the use of its customers, regardless of its origin. It is therefore not possible to determine the amount of waste generated purely at sea. There is no pre-treatment equipment and processes operating within the Marina.

The appropriate customer charges for the disposal of waste of all types are highlighted in this document. Waste is only accepted that originates from customers' vessels and Island Harbour will not accept waste that originates from any other source, such as from non-customers or from household waste.

7.1 Boat Sewage & Bilge Water

As explained at part 3 above, vessels must not pump-out or discharge bilge water at sea under any circumstances. The marina has no pump-out facilities, nor the ability to dispose of bilge water and so customers must make their own arrangements.

However, there are facilities that can be used free of charge at the following nearby IOW locations:-

Shepards Marina, Medina Road, Cowes, Isle of Wight PO31 7HT.

http://www.cowesharbourcommission.co.uk/pump_out_for_free_at_shepards_wharf_marina.

Yarmouth Harbour, The Quay, Yarmouth, Isle of Wight, PO41 0NT.

<http://www.yarmouth-harbour.co.uk/>

For a list of the UK coastal locations with pump-out facilities, please see:-

This information is also replicated at Appendix 1.

7.2 Waste Oil

Waste oil must not be discharged at sea under any circumstances. Richardsons Yacht Services LTD, who are based within the marina, can dispose of waste oil through Slicker recycling LTD, Enterprise House, Barracks Road, Sandy Lane Industrial Estate, Stourport On Severn, Worcestershire DY13 9RW. <http://www.slickerrecycling.com/>. There is a charge per litre for this service, set by Richardsons Yacht Services LTD, which may vary from time-to-time. As at August 2020, this is 25p per litre.

Richardsons Yacht Services LTD can also dispose of the used oil filters of vessels that they are working on through 'Phil the Truck', 12 Park Rise, Sandown, PO36 9FJ. The cost of disposal is incorporated into their general service charges.

7.3 Batteries

Richardsons Yacht Services LTD are able to dispose of used batteries, through their battery supplier, MBJ Batteries. Dependent on the type of battery, MBJ Batteries may charge for this service, in which case the charge would be passed on to the customer in full.

7.4 Unwanted and out-of-date Flares

Island Harbour Marina does not have the facilities to accept unwanted or of out-of-date flares. For up-to-date guidance, vessel owners should contact their nearest Maritime Rescue Co-ordination Centre (MRCC) on 023 9255 2100.

7.5 Spillage of oil and other noxious fluids within the marina

Every care must be taken at all times to prevent the spillage of oil, sewage or other noxious fluids within the marina.

Marina users must notify the Control Tower immediately if any such liquids are spilled into the Marina or around the site. Marina staff will be able to help with cleaning it up and preventing it from spreading. The refuelling of boats must only be done with the prior permission of marina staff and must be done from the Fuel Berth, next to the Control Tower.

Island Harbour customers are responsible for the full cost of cleaning up oil, sewage and/or any other noxious fluids which emanate from their vessel. Richardsons Yacht Services LTD, based within the marina, sell oil absorbent cloths and spill kits.

7.6 General & recyclable waste

There are two bin bays, situated at either end of the marina car park. There are two 1,100 litre bins for non-recyclable rubbish and four for recyclable rubbish. They are emptied weekly by BIFFA Waste Services, 45 Manners View, Newport Isle of Wight PO30 5FA. (<https://www.biffa.co.uk>).

Please note that food or Catering Waste can only be put into the bins if the source of the food or its packaging is from the European Union (EU). If any vessels have arrived from outside of the

European Union they **must not** put Catering Waste into the bins. Please see paragraph 7.10 for further details.

For glass, there is also a bin bay in the centre of the car park, containing three 1,100 litre bins for brown, green and clear glass. These are also emptied weekly by BIFFA Waste Services.

A once a week collection is sufficient at the current time. This is regularly monitored and would be increased, if it proved to be necessary.

Additional litter bins are located on the grass, across the lock and on the fences around the restaurant's Children's Play Area. These are emptied as and when necessary by Island Harbour staff, with the waste distributed into the main waste bins.

As well as the above recycling facilities, we have a clothing and shoe recycling station in the centre of the car park, operated by the Salvation Army.

The full cost of disposal of general and recyclable waste is passed on to our customers by their incorporation into Island Harbour's annual mooring fee, short-term visitors' fees and hardstanding charges. Waste is only accepted that originates from customers' vessels and Island Harbour will not accept waste that originates from any other source, such as from non-customers or from customers' household waste.

7.7 Marine related Industrial Waste

There is a six-yard near to the entrance of the boatyard for all marine and marine-related industrial waste. Wood and cardboard should be piled to the side of the skip for separate recycling. The skip is emptied and the wood/cardboard is removed by Cheap Skips Isle of Wight LTD whenever necessary.

The full cost of disposal of marine and industrial waste is passed on to our customers by its incorporation into Island Harbour's annual mooring fee, short-term visitors' fees and hardstanding charges. Waste is only accepted that originates from customers' vessels and Island Harbour will not accept waste that originates from any other source, such as from non-customers or from customers' household waste.

7.8 Restaurant Waste

Restaurant waste resultant from The Breeze Restaurant & Bar is stored in separate 1,100 litre bins to the rear of the restaurant. These are emptied twice weekly by BIFFA Waste Services with the full cost being payable by the restaurant owners, Uavend Investments (Breeze) LLP.

7.9 Dog Waste

Dogs must be kept on a lead at all times whilst on the marina site. A dedicated dog waste bin is positioned opposite the shower block and must be used. This is emptied weekly by the local authority, who make no charge to Island Harbour for this facility.

7.10 International Catering Waste

Food and other Catering Waste can only be landed into the general waste bins if the source of the food or its packaging is from the European Union (EU). Catering Waste and its packaging that originates from outside of the European Union is referred to as **International Catering Waste**.

Island Harbour Marina's location makes it highly unlikely that it will ever be the first port-of-call for any vessel visiting the UK from outside of the European Union. In fact, it has also never been known for **any** vessel to visit the Marina, whose port of origin has been outside of the EU. Consequently, it is highly unlikely that any leisure vessel will arrive at Island Harbour Marina which has ever been outside of the European Union. If this were to occur, its Master **must** take the following action:-

- 7.10.1** All vessels arriving from outside of the European Union must declare this at the Control Tower immediately after berthing.
- 7.10.2** All International Catering Waste must be brought to the Control Tower in sealed, leak proof bags for separate disposal by Island Harbour Marina, for which an additional charge will apply, being the full cost of its proper disposal. At least 48 hours' notice should be given in order that the appropriate arrangements can be made. If advance arrangements cannot be made, then the vessel would not be allowed to discharge its International Catering Waste at Island Harbour.
- 7.10.3** Only vessels which can make and complete a Declaration that all stores have been completely emptied, cleaned, disinfected and restocked will then be able to land galley waste into the general garbage bins along with other domestic waste. A copy of the Declaration is attached at Appendix 2.

7.11 Miscellaneous items

Please contact the Control Tower if you need to dispose of any type of waste that is not detailed in this document. The marina can usually make arrangements to dispose of most forms of refuse at the nearby dumping and recycling facilities owned and operated by Cheap Skips Isle of Wight LTD. Any additional charge payable by Island Harbour will be passed on in full to the customer.

We will periodically review the availability of recycling facilities available within the local area and add provisions for our customers to recycle more waste where possible.

7.12 Limitations of Waste

Disposal of tyres, refrigerators, freezers, refrigerants, fire extinguishers, solvents, liquid paints, chemicals, asbestos and other noxious substances are not allowed in the bins or skip. These items cannot be disposed of by Island Harbour Marina.

8. Vessel Non-Compliance

All vessels which use Island Harbour Marina must comply with this Port Waste Management Plan.

Details of vessel non-compliance should be sent to the Island Harbour Site Manager, who will try and resolve the non-compliance with the vessel's Master. Should the non-compliance not be resolved, the Site Manager will inform the Maritime and Coastguard Agency on the following e-mail:

environment@mcga.gov.uk

Such vessels may then be targeted by the MCA for inspection. Masters and owners of vessels that fail to comply with the requirements may be guilty of an offence and liable on summary conviction to a fine as provided for in regulations 18 (2), (3) and (4) of the 2003 Regulations as amended.

9. Customer complaints and requests

If you have any concerns or requests regarding waste management, please contact the Site Manager at the Control Tower on 01983 539994 or by email at info@island-harbour.co.uk.

10. Management of the Plan

The Island Harbour Site Manager is responsible for the implementation of the Port Waste Management Plan and Island Harbour's general waste disposal policy. The Site Manager is also responsible for the day to day operational management of both of these issues.

11. Record keeping and Reporting

A record is kept of all significant correspondence between Island Harbour and its customers regarding waste management, both verbally and in writing. All records relating to Island Harbour's Waste Management Plan and its general waste disposal policy are held and maintained at its offices at the Control Tower within Island Harbour Marina.

A physical file is maintained containing all paper communications between Island Harbour and its customers. This includes all signed declarations regarding International Catering Waste which have been completed by customers, as per Appendix 2. All emails and any other type of electronic communications are stored in files on Island Harbour's internal servers, which are backed up daily.

A permanent and separate Action Log is maintained, on which summaries of all actions taken are recorded, together with any customer comments or complaints received; and any recommendations made for the future.

All records, including paper, email and other electronic forms, relating to the Island Harbour Port Waste Management Plan and its general waste policy are retained for a minimum period of three years and are available for inspection by the relevant authorities at any time.

The Island Harbour Site Manager is responsible for all forms of Port Waste record keeping and reporting.

12. Conclusions

It is considered that the waste facilities provided across Island Harbour Marina are adequate. Consultation and appropriate improvements are on-going as required.

Notification and signage regarding the use of waste facilities is adequate and users are provided with a variety of means in which to feedback comments about waste facilities or the Port Waste Management Plan. Waste produced by this small marina is normally synonymous with normal household waste and the approach of this Port Waste Management Plan is proportional to the risk.

Appendix 1

List of UK coastal locations with pump out facilities

There are year-round free sanitation pump out facilities at Shepards Marina, Cowes and Yarmouth Harbour on the Isle of Wight.

Latitude	Longitude	Location	Phone number	VHF Channel
		SCOTLAND - NORTH		
57° 29.592720'	-4° 13.980900'	Inverness Marina	01463 220501	12
57° 29.040120'	-4° 14.774220'	Seaport Marina	01463 236539	74
		SCOTLAND - SOUTH		
55° 46.487640'	-4° 51.466020'	Largs Yacht Haven	01475 675333	80M
55° 32.713620'	-4° 40.760280'	Troon Yacht Haven	01292 315553	80M
		NORTHERN IRELAND		
54° 39.905640'	-5° 40.199580'	Bangor Marina	02891 453297	80M
54° 42.674640'	-5° 48.696420'	Carrickfergus Marina	02893 366666	80M
55° 8.658300'	-6° 40.543620'	Coleraine Marina	02870 344768	17
		WALES		
52° 24.551220'	-4° 5.279520'	Aberystwyth Marina	01970 611422	80
53° 8.586720'	-4° 16.611360'	Caernarfon Victoria Dock	01286 672346	80
51° 26.756400'	-3° 10.112760'	Cardiff Harbour Authority	02920 877900	18
53° 17.459580'	-3° 50.268060'	Conwy Marina	01492 576888	80
53° 17.422320'	-3° 49.650240'	Deganwy Marina	01492 593000	80
52° 53.095020'	-4° 24.327840'	Pwllheli Marina	01758 701219	80M
51° 36.987360'	-3° 55.860000'	Swansea Marina	01792 470310	80
		NORTH ENGLAND		
54° 41.450820'	-1° 11.891220'	Hartlepool Marina	01429 865744	80M
54° 42.945000'	-3° 30.402600'	Maryport Marina	01900 814431	12
54° 55.199400'	-1° 22.047720'	Sunderland Marina	01915 144721	80M
54° 33.046620'	-3° 35.475420'	Whitehaven Marina	01946 692435	12
		YORKSHIRE/ SURROUNDING AREAS		
53° 44.310120'	-0° 20.241180'	Hull Marina	01482 609960	14
53° 40.605420'	-0° 31.497180'	South Ferriby Marina	01652 635620	
54° 29.039520'	-0° 36.718800'	Whitby Harbour Office	01947 602354	11
		EAST		
52° 28.320840'	1° 45.030720'	Royal Norfolk and Suffolk Yacht Club	01502 566726	14
52° 57.513120'	0° 51.043560'	Wells Harbour	01328 711646	12
52° 0.425820'	1° 11.778660'	Woolverstone Marina	01473 231010	80
		SOUTH EAST		
50° 48.613140'	-0° 6.133320'	Brighton Marina	01273 819919	80M
51° 7.038240'	1° 18.625620'	Dover Marina	01304 241663	80
51° 19.745340'	1° 25.195020'	Royal Harbour Marina	01843 572100	80
50° 47.490240'	0° 19.624080'	Sovereign Harbour Marina	01323 470099	17
		SOUTH CENTRAL		
50° 48.483420'	-0° 51.965220'	Chichester Harbour Authority	01243 512301	14
50° 48.278880'	-0° 49.464600'	Chichester Marina	01243 512731	80
50° 47.666040'	-1° 6.522540'	Gunwharf Quays Marina	02392 836732	80
50° 52.513380'	-1° 23.983080'	Hythe Marina Village	02380 207073	89
50° 45.053100'	-1° 31.746420'	Lymington Yacht Haven	01590 677071	80M
50° 42.703320'	-1° 59.097960'	Poole Quay Boat Haven	01202 649488	80
50° 50.610660'	-1° 6.165780'	Port Solent	02392 210765	80
50° 45.545280'	-1° 17.563920'	Shepards Marina, Cowes, Isle of Wight	01983 297821	80
50° 47.543520'	-1° 2.035020'	Southsea Marina	02392 822719	80
50° 52.888560'	-1° 17.916240'	Swanwick Marina	01489 884081	80M
50° 42.007200'	-1° 30.000600'	Yarmouth Harbour	01983 760321	80
		SOUTH WEST		
50° 14.266260'	-3° 45.964380'	Salcombe Harbour	01548 843791	14
50° 20.300520'	-4° 37.905540'	Fowey Harbour	01726 832471	12
50° 43.190820'	-2° 56.212980'	Lyme Regis Harbour	01297 442137	16
50° 21.493380'	-4° 7.405500'	Plymouth Yacht Haven	01752 404231	80
50° 34.422240'	-2° 27.180660'	Portland Marina	08454 302012	80
50° 22.124760'	-4° 8.041440'	Sutton Harbour Marina	01752 204702	12
50° 36.505800'	-2° 26.903940'	Weymouth Harbour	01305 838423	12
50° 18.819000'	-4° 3.142440'	Yealm Estuary	01752 872533	80

Appendix 2

Declaration regarding the disposal of Catering Waste from a vessel which has arrived from outside of the European Union.

Department for Environment, Food and Rural Affairs
Scottish Government
Welsh Government

The Animal By-Products (Enforcement) (England) Regulations 2013
The Animal By-Products (Enforcement) (Scotland) Regulations 2013
The Animal By-Products (Enforcement) (Wales) Regulations 2014



Animal &
Plant Health
Agency

Declaration Regarding the Disposal of Catering Waste from a Means of Transport Operating Internationally

Name of vessel:	<input type="text"/>
Identification number:	<input type="text"/>
Name of Ship's Master/Aircraft Pilot:	<input type="text"/>
Business owning/operating the vessel:	<input type="text"/>

I am the/a* person responsible for the disposal of catering waste from the above identified vessel/aircraft* and am authorised by the Ship's Master or the business owning/operating the vessel/aircraft* and generating the waste.

I declare that all of the ship's stores*/aircraft galley and stores* have been completely emptied, cleaned and disinfected following our last international voyage/journey and that the above named vessel/aircraft* has not left the EU since stores were replenished.

**delete where appropriate*

Signed:	<input type="text"/>
Print name:	<input type="text"/>
Job description:	<input type="text"/>
Dated:	<input type="text"/>

Contact Details

Address:	<input type="text"/>
Telephone/Fax number:	<input type="text"/>
Email address:	<input type="text"/>

Alternatively, please give details of your shipping agent, management office or other contact.

Please return this form to your local regional Animal and Plant Health Agency (APHA) office (<https://www.gov.uk/government/organisations/animal-and-plant-health-agency/about/access-and-opening>) or to the port/base operator in circumstances where an audit procedure has been agreed with APHA.

Note: This form is not required for commercial aircraft.

Please keep a copy of this document for your own records.

FAIR PROCESSING NOTICE

Defra, the Scottish Government, the Welsh Government and the Food Standards Agency are Data Controllers in Common in respect of personal data processed by the Animal and Plant Health Agency (APHA). For the purposes and usage of the data by APHA and the data sharing arrangements, please see the APHA Personal Information Charter on GOV.UK. A hard copy of this can be provided if required; please contact your local APHA Field Service office. APHA will not permit any unwarranted breach of confidentiality or act in contravention of their obligations under the Data Protection Act 1998. APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency.

APHA is an Executive Agency of the Department for Environment, Food and Rural Affairs and also works on behalf of the Scottish Government, Welsh Government and Food Standards Agency to safeguard animal and plant health for the benefit of people, the environment and the economy.
