

**CUMBRIA COUNTY COUNCIL – PORT OF WORKINGTON**  
**Recommendations and Action Plan for Workington Harbour Management Committee**

<b>Ref No.</b>	<b>Recommendation</b>	<b>Person Responsible</b>	<b>Agreed/Intended Action</b>	<b>Implementation Date</b>	<b>Progress update</b>
1	Workington Harbour Management Committee members to consider developing a future Port of Workington Masterplan & Business Plan.	Executive Director / Port Manager	Develop a Port Wide Masterplan & 5 year Business Plan	31 October	Master plan has been Agreed and a business plan development is underway.
2	Workington Harbour Management Committee to monitor KPI's and outstanding audit actions	Port Manager	Review outstanding audit actions and KPI's as part of the WHMC meeting	Quarterly	
3	Workington Harbour Management Committee to review & update Port's Terms and Conditions of Use	Port Manager/Legal Services	Review existing Port terms and conditions of use	<b>October 22</b>	Amended Terms & Conditions drafted for legal to review and approve
4	Establish audits of the Port's Marine Safety Management System.	Designated Person	Internal audit to carry out annual audits which include assurance to the Duty Holder that the Port's Marine Safety Management System is working effectively, and the Port is operating as it should be.	December 22	