

CAIRNRYAN
PORT

Port Marine Safety Code

Marine Safety Plan

2021 – 2023

Introduction

Port of Cairnryan Ltd, as the Statutory Harbour Authority (SHA) for the Port of Cairnryan, has responsibility to ensure a safe environment for the general public and users of the port and other facilities under their jurisdiction at which ships can obtain shelter or ship and unship goods or passengers.

POCL is committed to complying with the Port Marine Safety Code (PMSC) which lays down minimum standards of safety applicable to all harbours and similar establishments.

As part of its compliance with the requirements of the PMSC, POCL publishes the following **Marine Safety Plan (MSP)** for the conduct of marine operations in the Port for the period 2021-2023.

Marine Policies

POCL has published several Key Marine Policies in support of the management and regulation of marine operations in the statutory harbour area. These strategic policies are referenced within the Port's Marine Safety Management System (MSMS) and are approved by the POCL Board, which is the 'Duty Holder' as defined within the PMSC.

The company's Marine Navigational Safety Policy is a principal component of the port's MSMS. It describes both the safety management arrangements for maritime operations that are the responsibility of the SHA, as well as its commitment to discharge their statutory and general responsibilities for the safety of navigation within the Port.

This MSP has been developed to describe how the SHA intends to fulfil those responsibilities listed in the MSN Policy, as well as identifying the associated Key Performance Objectives.

1. Marine Procedures

The MSMS also refers to or explains in more detail a comprehensive list of operational procedures, processes and manuals that have been developed by and maintained by the Harbour Master to manage marine safety within port limits. These include:

- Traffic management;
- Operational Guidelines;
- Pilotage;
- Conservancy;
- Marine Services.

In line with current policy, all the key components of the MSMS – whether manuals and operational procedures are reviewed in a 2-year cycle.

2. The Management of Marine Operations

This Marine Safety Plan commits POCL to undertaking the management and regulation of marine operations, within the scope of its powers and authority, in a way that safeguards the port, users of the port, including members of the public, and the environment.

POCL will undertake its role and responsibilities to ensure that, whenever possible, it provides efficient and effective services and the regulation of shipping and other vessels in support of all activities in the harbour; commercial vessel movements and to facilitate the safe and prompt transit of vessels through the port.

In ensuring the continued provision of services, especially during times of disruption, POCL will always keep the safety of personnel, harbour users and vessels as a priority. At times, this may mean that services and therefore vessel movements or activities are subject to delay. However, the safety of life and of navigation remains as paramount.

POCL has powers to issue General and Special Directions for the purposes of promoting or securing conditions conducive to the ease, convenience or safety of navigation in the port and to regulate and manage marine safety within its port limits.

3. Established Management Activities

A number of key functions underpin the operation and maintenance of the port's MSMS. In addition to the core services provided by the Harbour Master's department, the following processes ensure the maintenance of an effective regime and support compliance with the requirements of the PMSC:

- Regular internal team meetings and/or communication with Marine Officers and PEC Holders;
- Dedicated risk assessments of existing marine operations and services - updated as required;
- The proactive and reactive review of identified hazards to navigation and the associated risk control measures that mitigate those risks to an acceptable (As Low As Reasonably Practicable) level;
- The investigation of all reported navigational incidents and the maintenance of a comprehensive incident management system;
- Regular meetings with the port's and Loch Ryan's marine stakeholders involving, as necessary, relevant practitioners, operators, harbour users and interested parties to, for example, review navigational incidents, undertake ad-hoc risk assessments and to develop or review relevant marine guidance and procedures;
- Regular external audits and reviews of the navigational MSMS, its functions and procedures;
- Comprehensive training and development for the marine department's staff; and
- The maintenance and exercising of the Port's marine emergency response procedures, including oil spill management.

4. Performance Objectives

As statutory harbour authority, POCL seeks to continuously improve the Duty Holder's compliance with the requirements of the PMSC, and reduce all foreseeable risks associated with harbour operations to the lowest practical level (ALARP).

The detailed plans for PMSC compliance are contained within the MSMS.

The MSP Objectives listed in the attached Compliance Matrix hereafter outline the process used to monitor ongoing compliance and prompt continuous improvement towards best practice in marine operations. The improvement plan will be cyclical in nature and follow the sequence below.

MARINE SAFETY PLAN - COMPLIANCE MATRIX			PORT :	CAIRNRYAN	2021-2023			Unmet, Partially Met or Achieved
PMSC Provision or Activity	Marine Navigational Safety Policy objective	PMSC GtGP Chapter	MSP Objective	How measured?	2021	2022	2023	
1	Duty Holder	Formally identify and designate the Duty holder, whose members are individually and collectively accountable for compliance with the PMSC to ensure safe marine operations within the port's limits	2	Duty Holders to have received training on their role and responsibility under the Code in the last three years	100% of Duty Holders trained			
				Duty Holders to have undertaken an operational tour of the Harbour in the last three years	100% of Duty Holders to have undertaken tour			
				As duty holder is defined as a harbour board, appoint & maintain a member to the board who has relevant maritime experience	Appoint/Maintained			
2	Designated Person	Appoint a 'Designated Person' with direct access to the duty holder to provide independent assurance about the operation of the marine safety management system	2.3	Appoint and maintain a Designated Person to provide independent assurance directly to the 'duty holder' that the safety management system is working effectively	Appoint/Maintained			
				Report by the Designated Person to the Duty Holder for every Board Meeting, but at least once per year	Annual			
				HM to provide a monthly report, including updates on PMSC issues, for review by DP and Duty Holder	Monthly Reports			
3	Legislation	Review regularly and be aware of their existing powers based on local and national legislation, seeking amendments to its legal powers if required in order to promote safe navigation.	1	Review legal duties and powers at least once every three years	Review every 3 yrs			
4	Duties and Powers	Comply with the duties and powers under existing legislation as appropriate.	1.4	To issue, maintain, review and enforce General Directions to conserve and promote the safe use of the port	Internal or external audit			
				To take such action that is necessary or desirable for the maintenance, operation, improvement or conservancy of the harbour / facility	Internal or external audit			
5	Risk Assessment	Ensure through risk assessment, that all marine risks, including those associated with any harbour works in the SHA area, are formally assessed and are eliminated or reduced as low as reasonably practicable in accordance with good practice	4	To ensure that the Port's Risk Assessment system is kept up to date, with all Risks and Controls reviewed within the prescribed review periods	100% in date			
				To undertake a review of the Port's Navigational Risk Assessment at least every 5 years or if there is a material change of operational risk at the Port	Review every 5 yrs			
6	Marine Safety Management System	Operate an effective Marine Safety Management System which has been developed after consultation, is based on a formalised Risk Assessment process, and refers to an appropriate and comprehensive approach to incident investigations.	5	To annually review at least 50% of the key elements eg. manuals & policies that constitute the port's MSMS, such that all elements are reviewed every 2yrs	Internal audit			
				Ensure the Port's Marine Safety Management System is audited, internally and externally, in accordance with the PMSC, audit reports being promptly shared with the Duty Holder	Internal or external audit			
7	Review and Audit	Undertake, monitor, review and audit the port's risk assessments, as well as the port's Marine Safety Management System on a regular basis	5	To complete an internal audit and produce a subsequent report for the Duty Holder annually	Internal audit			
				To organise an external audit, with a subsequent report for the Duty Holder every 3 years	External audit			
8	Competence	Appoint, develop and retain sufficient competent people, who are appropriately trained, qualified and experienced, in positions of responsibility for managing marine and navigational safety	12	Ensure that all staff, with marine safety responsibilities are trained to undertake their duties and appropriately certified	100% of mandatory training completed (see training matrix)			
9	Plan	Publish a safety plan showing how the standards in the PMSC will be met and a report assessing their performance against that plan at least every 3 years	5.2.1	Publish a 3-yearly Marine Safety Plan (this plan) and make it available publicly on web-site and to Duty Holder	Publish and in-date		N/A	
				Publish an annual assessment of the port's performance against the current plan	Publish annual assessment			
10	Aids to Navigation	Ensure the provision of necessary aids to navigation (buoys, beacons, lights) within port limits, and to comply with the directions from the applicable Lighthouse Authority, supplying it with information and returns as required.	7.6	As the Local Lighthouse Authority to provide and maintain adequate navigational aids consistent with port user requirements to facilitate safe navigation within the port and in it's approaches	Cat 1 > 99.9% Cat 2 > 99.0% Cat 3 > 97%			
11		Raise, remove, destroy and mark any sunken vessel or other obstructions that are, or may become a danger to safe navigation within port limits	7.7	Raise, remove, destroy and mark a sunken vessel or other obstructions that are, or may become a danger to safe navigation within port limits, issuing NTM immediately	Audit reports, NTM's and remedial actions			
12	Traffic Management	Monitor and manage vessel traffic within port limits through the provision of a system which has been determined by formal risk assessment, that may include a VTS or LPS	8	Provide and maintain at least an LPS service on a consistent basis (>95%), operated by qualified operators	>95% of time			
13		Promulgate navigational, tidal and other relevant information as appropriate to port users		Promulgate weather, tidal and traffic information to all commercial vessels 24/7 and to all recreational & fishing vessels insofar as practicable.	>95% of time			
14	Pilotage	Provide a Pilotage Service appropriate to the district and in accordance with the requirements of the Pilotage Act 1987	9	To annually review and consider the need for pilotage services to be provided to secure the safety of ships navigating in or in the approaches to the port, having regard in particular to the hazards involved in the carriage of dangerous goods or harmful substances	Internal audit			
				All ferry movements to be carried out under the direction of an 'experienced Master' (12 in/out min). Any commercial movements to be subjected to specific risk assessment to determine if a Berthing Advisor is appropriate.	Internal audit			
15	Hydrography	Conduct and make available Hydrographic Surveys, conducted to International Hydrographic Office standards to ensure safe navigation within port limits and share the soundings with the UKHO.	7.3	To undertake at least 1 hydrographic survey of the Port per annum, sharing results promptly with UKHO and marine users (ferries and LRP)	Port surveys - annual			
16	Dredging	Undertake maintenance dredging as appropriate	7.5	To arrange and undertake maintenance dredging as necessary, to maintain adequate water depths in the Port for marine users	Survey & Dredge Reports			
17	Consultation	Consult with port users and other relevant stakeholders in respect of navigational safety issues and proposed changes to navigational arrangements	3	Attendance of Loch Ryan SHA Committee, Loch Ryan Marine Safety Forum and Loch Ryan Ferry Navigation Committee meetings	Meeting minutes			
				To regularly meet with Masters of ferries that use the port to discuss navigational safety and related matters	Weekly meetings			
18	Emergency Preparedness	Prepare, plan and exercise for emergencies, developing and maintaining appropriate plans, that ensure effective management and co-ordination in respect of the SHA's response to emergency incidents, including oil spills, within its area of jurisdiction	6	To publish and annually review Marine Emergency Plan	Internal or external audit			
				To ensure that an approved OPRC Plan is maintained in accordance with MCA Guidance	Internal or external audit			
				To exercise Port's emergency plans	Internal or external audit			
19	Marine Services	Ensure that providers of marine services and any vessels they utilise within the Port are compliant with national and local legislation, as well as industry good practice	10 and 11	To audit mooring practices and ensure compliance with industry good practice (SIP 005)	Mooring audit records and training records			
20	Accident Reporting and Investigation	Robustly, rigorously and promptly investigate all marine accidents or incidents, reporting as required and taking any appropriate remedial action(s).	13	To ensure that all marine accidents or incidents are robustly and rigorously investigated by a competent and independent person, in a timely manner	Incident reports			
				To advise the MAIB of any marine accidents, in accordance with MGN564, and/or police if appropriate, publishing findings if beneficial to do so	Incident reports. 100% of notifiable reports			
				In the aftermath of any incident, accident or near miss, to review any/all relevant risk assessments and to take all necessary and appropriate steps to prevent reoccurrence within agreed timeframe.	Audit of Hazman RA system			