

PORT MARINE SAFETY CODE

MARINE SAFETY PLAN 2020 - 2023

Introduction

The Port Marine Safety Code (PMSC) requires that the River Hamble Harbour Authority (RHHA) publishes its Marine Safety Plan for the conduct of marine operations in the River Hamble every three years. This plan covers the period 2020 – 2023. In creating this plan, the Harbour Authority has measured its effectiveness in November 2020 against the policies and procedures of the 2017-2020 plan as Key Performance Indicators and also conducted a review of its supporting Legislation. A note to that effect is at the Annex to this Plan.

A more comprehensive overview of the structure, management and maintenance of the port's Marine Safety Management System (SMS) and the RHHA's compliance with the PMSC in support of this Plan, is contained in the RHHA Marine SMS Manual, in particular, within its Risk Assessments and derived Standard Operating Procedures. These are updated annually to reflect the amended guidance given in the Regulator's Guide to Good Practice for Port Operations and the date of review recorded.

Powers, policies, plans, regulations and procedures will continue to be based upon formal risk assessment in order that risks are either eliminated or controlled and kept 'as low as reasonably practical' (ALARP).

1. Marine Policies

The RHHA has published several marine policies in support of the management and regulation of marine operations on the River Hamble, and maintenance of the River's Marine SMS. These are recorded in the RHHA SMS Policy Manual. All marine policies and policy statements were reviewed in November 2020 and found to have been effective. The next scheduled review is due after 3 years in 2023.

2. Marine Procedures

Standard Operating Procedures are derived from Regulations issued by the MCA, the MAIB and HSE, Risk Assessments and other instruments, including the RHHA establishing Act. Each is reviewed on a rolling basis following the rhythm set out by the Regulator. Within that Rhythm, the MSMS is reviewed by the Designated Person twice annually. Records are maintained within the MSMS Manual. Events and occurrences are analysed in the formal, recorded round of quarterly Operational and Safety Meetings. The procedures contained in the Marine Safety Plan for 2017-2020 were reviewed in the creation of this document and found to have been effective.

3. The Management of Marine Operations

This Marine Safety Plan commits the RHHA to undertaking the proper management and regulation of marine operations within the scope of its powers and authority, in a way that manages the safety of navigation within the River, including protecting the environment, so that the River and its users are all safeguarded.

The RHHA will undertake its role and responsibilities in order to enable all vessels, commercial or recreational, large or small to navigate safely on the River Hamble.

In managing the safety of navigation and the provision of services, the RHHA always has the safety of life and vessels as its highest priority. At times this may require that services and vessel movements or activities are subject necessarily to delay or other inconvenience.

4. Established Management Activities

Certain key functions underpin the operation and maintenance of the RHHA's Marine SMS. In addition to the core services provided by the Harbour Authority, the following processes ensure the maintenance of an effective regime and support compliance with the requirements of the PMSC:

- Quarterly Operational and Safety Meetings to oversee, manage and review the safety of navigation, reporting upwards as required;
- Specific risk assessments of new and existing marine operations, infrastructure projects, events (sporting and cultural) and services as required;
- Formal, regular engagement with relevant practitioners, operators, River users and interested parties to, for example, review navigational incidents, undertake ad-hoc risk assessments and to develop or review relevant guidance and procedures;
- Informal, regular engagement with and support to the River community to inculcate a common understanding of navigational safety best practice and embed a positive and open safety culture;
- 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 to ascertain their cause and reduce the likelihood of recurrence and the maintenance of a comprehensive incident management system;
- Regular, wide-ranging liaison with River users, practitioners and other interested parties through formal and informal public consultations, River User consultative fora, specialist users groups, ad-hoc review groups and public meetings;

- Annual, publicly transparent audits of the Marine SMS, its functions and procedures by the independent Designated Person;
- The recruitment of competent and qualified people to manage the safety of navigation, thereafter to maintain comprehensive training and professional development programmes for RHHA staff; and
- The maintenance and exercising of RHHA marine emergency plans and procedures, including oil spill management and business continuity plans.

5. Ongoing Management Targets for the period of the Plan

The following standing objectives are set for the period ending 31 December 2023.

PMSC Compliance	<ul style="list-style-type: none"> • To conduct a SMS policy review at a minimum of 3 yearly intervals. • To review legislation on an annual basis. • To conduct at least annual independent and transparent inspection of the Marine SMS. • To deliver three-yearly certification by the Duty Holder to the Maritime and Coast Guard Agency of RHHA compliance with the PMSC.
Navigational Incidents	<ul style="list-style-type: none"> • Through a risk-based Marine Safety Management System, to manage all navigational risks within the River to a level that is ALARP. • To monitor trends and incidents both within and external to the River in order to learn lessons relevant to River Users' safety and apply those to improve the SMS in a manner that is formally recorded. • Enforcement of Bye Laws and Directions. • To disseminate that information to River Users in a manner that takes account in technological development, in order to reduce the frequency of incidents year on year.
Aids to Navigation	<ul style="list-style-type: none"> • To maintain and, where necessary improve Aids to Navigation in consultation with River Users and Trinity House. • To sustain the RHHA Category C status as a Local Lighthouse Authority.
Hydrographic Survey	<ul style="list-style-type: none"> • To survey the River in accordance with the latest UKHO/UKHMA MOU. • To ensure that each section of the River is surveyed at a maximum of 3 yearly intervals.
Health and Safety	<ul style="list-style-type: none"> • To comply with the Health and Safety at Work Act 1974 (and subsequent) legislation.
Sustainment of Operational Supporting Pillars of the Safety Management System through prudent financial planning	<ul style="list-style-type: none"> • To survey at 5-yearly intervals and husband supporting operational infrastructure to plan up to 50 years ahead and inform Board decision-making about any year-on-year need to increase Harbour Dues.
Engagement	<ul style="list-style-type: none"> • Governance: To give transparency and Accountability for decision-making through the annual round of RHHA, RH

	<p>Management Committee and Annual Forum meetings</p> <ul style="list-style-type: none"> • Support for, approval for and facilitation of River Events, driven by a pro-active River community. • Membership of and support to formal and informal groups of River Users • Maintenance and promotion of an Event Code of Conduct document to foster best-practice. • Funding and delivery of up-to-date and relevant information, signage and documentary material to promote safety. • To issue advance notice of a week (or where necessary longer) for significant River events through a programme of Local Notices to Mariners (Notice To River Users (NTRU)). • Engagement with and sustainment of RHHA knowledge of Government and other agencies' policy and developing policy in order to educate and inform decision making.
<p>Environment and Development</p>	<ul style="list-style-type: none"> • The maintenance of an Oil Spill Management Plan and training regime to meet the threat and comply with legislative requirements. • The maintenance of a Port Waste Management plan, reviewed at 3 yearly intervals or as modified by legislation. • The provision of advice to prospective planners in advance of application to inform viability. • Enforcement of Bye Laws.

J A Scott
Marine Director and Harbour Master
06 Nov 2020

Review of the RHHA Marine Safety Plan and Legislation 2017-2020

Marine Safety Plan

The management targets set in the Marine Safety Plan 2017-2020 have been reviewed as Key Performance Indicators in the construction of the Plan for 2020-2023. They were found to have been effective:

- **PMSC Compliance**. Certificate to the Regulator to confirm compliance Jan 2018. 6 monthly recorded inspections conducted by the independent Designated Person (last 18 Nov 2020) to allow the Duty Holder to write again to the Regulator in Jan 2021 (deadline 31 Mar 2021).
- **Navigational Incidents**. The Risk Assessment process has been reviewed each year to match developing trends and, where necessary, modified. Modification of Standard Operating Procedures has followed. Important modifications have been required in respect of the management of Anti-Social Behaviour as it affects Navigational Safety and because of the outbreak of COVID 19. New warning documentation introduced. Enforcement recorded.
- **Aids to Navigation**. Maintained and new developments (Marinas) assessed appropriately. Category C LLA status sustained through new monthly electronic monitoring system. Annual Trinity House inspections.
- **Hydrographic Survey**. Ongoing survey with ABP(MER) in nine sections of the River. Data passed to UKHO in accordance with the UKHMA MoU. New Chart 2022 issued Feb 2020.
- **Health and Safety**. Risk Assessments conducted annually in accordance with Hampshire County Council (CCBS) oversight. Work in office refurbishment to address legacy asbestos risk and compliance with Legionella regulations. Ongoing records maintained.
- **Financial Planning**. Continual review of trends in income and expenditure as well as condition of supporting assets to deliver and sustain operational output.
- **Engagement**. Inter alia: Board, Management Committee, Annual Forum, Hamble Estuary Partnership, Solent Forum, Chairmanship of the Solent Marine Sites, membership of the Natural Environment Group, UKHMA, SASHMA, British Ports Authority, Associate Fellowship of the Nautical Institute, DfT Steering Group on Time Expired Pyrotechnics, River Hamble Combined Clubs, River Hamble Marina and Boatyard Operators', Chairmanship of EA Southern Water Quality Group; the RYA; COVID communications, Notices to River Users, Development consultations; renewed signage; investment in Harbour Assist to enhance customer engagement levels.
- **Environment and Development**. Oil Spill Plan and Port Waste Management Plan updated and certified by the Regulator. Training and Exercising in

accordance with legislation. Worth proved in deployment in response to events. Development advice given routinely to applicants; Enforcement of Bye Laws recorded.

Legislation.

This note takes account under the Guide to Good Practice on Port Marine Operations (2018) article 1.6 and assures the Duty Holder that current legislation governing the River Hamble Harbour is 'fit for purpose'.

The River Hamble Harbour Acts and Bye Laws (the River Hamble Bye Laws 1983) were reviewed in November 2020 and found to be consistent with the Harbour Authority's requirements in the light of current trends. The problem of Anti-Social Behaviour has increased but the role of the Harbour Authority is to support the proper authorities (the Police) in the execution of their duties to bear down on what is definitively criminal behaviour. No additional related powers are therefore sought at this stage. No Bye Laws are deemed either redundant or obsolete.

General Directions No 1 and 2 (Speed and conformity with the International Regulations for the Prevention of Collision at Sea) were also reviewed and found to be necessary instruments in reducing risks to levels which are as low as reasonably practicable. Special Directions under sections 52 and 53 of the Harbours Docks Piers and Clauses Act 1847 (as incorporated into the Harbour Authority's establishing Act) are used regularly and are therefore confirmed as continuing to be valuable and necessary instruments in maintaining navigational safety.

It is confirmed that the Bye Laws continue to relate and contribute to the management of the Risks faced by the Harbour Authority. This is evidenced by their relevance to current operations and deployment in enforcement action which is measured quarterly (requirement annually).