

# Port Marine Safety Code Marine Safety Plan

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2022-2025

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Sutton Harbour Group Plc  
Guys Quay  
Sutton Harbour  
Plymouth  
PL40ES

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Index

1. Management of Marine Operations
2. Established Management Activities
3. Legislation
4. Conservancy
5. Pilotage
6. Training
7. Consultation and Dissemination of Information
8. On-going Management Targets
9. Performance Review January 2023-January 2024

## **Introduction**

In accordance with the Sutton Harbour Authorities ongoing commitment to comply with the Port Marine Safety Code (PMSC), we have published the following Safety Plan for Marine Operations. This Plan will remain in force for three years (3) followed by a full review in 2025

### **1. Management of Marine Operations**

Within its jurisdiction and within the scope of its powers and authority, SHA will undertake to manage and regulate all Marine Operations in a way that safeguards the port, users of the port, members of the public, and the environment.

SHA will undertake its role and responsibilities to ensure that, wherever possible, it provides efficient and effective services, and the regulation of all vessels using the harbour, to facilitate their safe and prompt transit.

Whilst regulating the movement of vessels within Sutton Harbour, the safety of its personnel, other port users, vessels afloat and the environment will remain paramount.

### **2. Established Management Activities**

The Sutton Harbour Marina Safety Management System relies on a number of key functions to ensure the maintenance of an effective regime and continuing our compliance with the Port Marine Safety Code. These are:

- Monthly Operations meetings involving all relevant personnel.
- Risk assessments of new and existing Marina Operations, with regular reviews of working procedures.
- Regular and ongoing review of navigation aids and hydrographic survey information.
- Rigorous procedures for the investigation of all recorded marine accidents and incidents.
- Consultation with, and dissemination of information to all Harbour users and stake holders through user groups and other formal and informal means.
- Regular internal and external audits of the Marine Safety Management System.
- Integration of the Marine Safety Management System with the overall are Sutton Harbour Safety Management policy.
- Comprehensive training for ALL DEPARTMENTS INVOLVED IN marine operations.

### **3. Legislation**

SHA will carry out the review of all pertinent local and national legislation to ensure that for the period of the plan and beyond, it retains sufficient powers to regulate and operate the Harbour in the safe and efficient manner.

### **4. Conservancy**

SHA will maintain the channels and access to working quays, carrying out the full hydrographic survey by the Harbour to identify hazards and silting every two to three years, or more frequently if required

SHA will keep the quays and quay walls in good condition with a rolling programme of work as necessary and identified by an annual or two-yearly inspection.

## 5. Pilotage

Sutton Harbour is not a competent Harbour Authority and given the limited size of the vessels able to use the Harbour, pilotage is considered in most cases to be unnecessary. However, SHA will keep the need for Pilotage under constant review, considering each individual case on its merits, and considering size and manoeuvrability of the vessel, local knowledge, and prevailing weather conditions.

Pilotage services and berthing assistance can be provided by private arrangement with the Cattewater Harbour Commissioners.

## 6. Training

SHA is committed to providing the necessary training all staff engaged in marine operations. This will enable them to carry out their duties in a safe, professional, and efficient manner.

## 7. Consultation and Dissemination of Information

SHA will carry out appropriate and open consultation with all other Harbour users, stakeholders and interested parties, regarding any proposed amendments to SHA Byelaws, Directions and Codes of Practice.

SHA will make available to all other Harbour users, stakeholders and interested parties, all relevant information regarding the Marine Safety Management System.

## 8. Ongoing Management Targets

<u>Activity</u>	<u>Target</u>
<b>Navigational Incidents</b>	No major incidents, serious injuries, or environmental damage caused as a result of a failure of the Sutton Harbour Authorities' Marine Management System
<b>Lock Control</b>	No major incidents, serious injuries or failures of the flood prevention systems resulting from the failure of the Operating Procedures and Safety Management Systems currently in place.
<b>Risk Assessments</b>	To risk assess all marine activities and reduce any risks to As Low As Reasonably Practical (ALARP).  The review of all risk assessments no less frequently than annually, or following an incident, accident, or change of current working practices.
<b>Legislation</b>	A complete review of the Sutton Harbour Byelaws and the implementation of Harbour Directions where appropriate
<b>Conservancy</b>	Complete and review scheduled hydrographic survey is within one month of the due date and publish updated charts as appropriate.  To continue to complete and review scheduled Harbour walls and structural surveys within one month of the due date.

<b>Pilotage</b>	To keep the need for pilotage and berthing assistance under review, assessing the requirements on a case-by-case basis.
<b>Liaison and Consultation</b>	SHA will continue to liaise and consult with all current stakeholder groups, Harbour users and other interested parties via the approved and well-established channels presently in use.
<b>Training</b>	To consistently review the requirement for training and also for refresher training for all staff engaged in marine related operations.

**9. Performance Review for the Period January 2023-January 2024**

<b><u>ACTIVITY</u></b>	<b><u>TARGET</u></b>
Navigational Incidents	No major incidents, serious injuries, or environmental damage caused as a result of a failure of the Sutton Harbour Authorities Marine Management Safety System.
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b>
Lock Control	<b><u>TARGET</u></b>
	No major incidents, serious injuries all failures of the flood prevention systems as a result of the failure of the Operating Procedures and Safety Management Systems currently in place.
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b>
Risk Assessment	<b><u>TARGET</u></b>
	To risk assess all marine activities, reduce any risks to As Low As Reasonably Practical (ALARP).
	To review all risk assessments no less frequently than annually, or following an incident, accident, or change of working practices.
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b>
Legislation	<b><u>TARGET</u></b>

	The completed review of the Sutton Harbour Byelaws
	<b><u>PERFORMANCE</u></b>
	<b>NOT YET ACHIEVED</b> -This remains ongoing. The Sutton Harbour revised Byelaws are currently in draft format, but to remain 'on hold' pending possible changes in boundaries following the envisioned redevelopment of the current Fish Market And Sugar Quay sites.
Conservancy	<b><u>TARGET</u></b>
	To complete and renew the scheduled hydrographic surveys within one month of the due date and publish updated charts as appropriate. Complete and review scheduled Harbour walls and structural surveys within one month of due date.
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b> -hydrographic survey of both Marinas were carried out in April 2023. This was carried out as a 'partnering project' with Plymouth University and the Royal Navy. Following these 'benchmark' surveys, Sutton Harbour will have a full hydrographic survey in 2024 as part of ongoing development of the site. Harbour walls were last surveyed in April 2021 with the next survey due in 2024.
Pilotage	<b><u>TARGET</u></b>
	<b>To keep the need for pilotage and berthing assistance under review, assessing the requirements on a case-by-case basis.</b>
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b> -No pilotage been required during of this review period. All large vessels continue to be risk assessed before entry is granted into Sutton Harbour.
Liaison and Consultation	<b><u>TARGET</u></b>
	SHA will continue to liaise and consult with stakeholder groups, Harbour user groups and other interested parties through the approved and established channels already in place.
	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b> -the PPMLC remains our current representative Harbour user group. Additionally, an active leisure user group (Royal Plymouth Corinthian Yacht Club), is also operating on Sutton Marina. The idea of a separate commercial Harbour user group has yet to establish itself, although an unofficially recognised group-Plymouth Fishing & Seafood Association- has been formed.
Training	<b><u>TARGET</u></b>
	To keep under review the ongoing need and requirement for training and refresher training for all staff engaged in marine related operations.

	<b><u>PERFORMANCE</u></b>
	<b>ACHIEVED</b> -Regular staff training and refresher training has been provided for all new and existing operational staff throughout the review period. Due to new staff influx, a new comprehensive training package is being arranged for probationary staff and will be actioned in January 204