



Port Marine Safety Code
Marine Safety Plan
2018-2021

Introduction

As part of its compliance with the requirements of the Port Marine Safety Code (PMSC), Moray Council has provided the following Marine Safety Plan for marine operations in its harbours for the period 2018 – 2021.

A more comprehensive overview of the structure, management and maintenance of the Marine Safety Management System (MSMS) and compliance with the PMSC in support of this plan can be found on the Council's webpages.

1. Marine Policies

Moray Council has the following policies and documents governing its approach to marine safety and compliance with the Port Marine Safety Code.

- Marine Safety Management System
- Emergency Plan
- Oil Spill Contingency Plan
- Safety Plan
- Annual Performance Review
- Compliance Statement

All of the above are to be available on moray.gov.uk/harbours or in hard copy on request.

In addition, a Marine Policy is in development and will be brought for approval to the Council's Economic Development & Infrastructure Services Committee as the Harbour Board and Duty Holder.

2. Marine Procedures

Operational procedures, processes and guidance in support of Moray Council's Marine services and operations are developed and maintained by the harbours department. All are reviewed on a regular basis by members of the team.

3. Management of Marine Operations

This Marine Safety Plan commits Moray Council to undertake the management and regulation of marine operations, within the scope of its powers and authority, in a way that safeguards the harbours, harbour users, members of the public and the environment.

Moray Council will undertake its role and responsibilities to ensure that, whenever possible, it provides efficient and effective services and regulation of shipping and other vessels in support of all activities in the harbours: in particular commercial vessel movements at Buckie, to facilitate the safe and prompt transit of vessels throughout the harbour area.

In ensuring the continued provision of services Moray Council will always keep the safety of its personnel, harbour users and vessels as a priority.

4. Established Management Activities

A number of key functions underpin the operation and maintenance of the MSMS in addition to the core services provided by the harbours department. The following processes ensure the maintenance of an effective regime and support compliance with the requirements of the PMSC:

- Dedicated risk assessments of new and existing marine operations as and when required
- Proactive and reactive review of identified hazards to navigation and the associated risk control measures that mitigate those risks to an acceptable level (As Low As Reasonably Practicable)
- Investigation of all reported marine incidents
- Proactive and regular liaison with Macduff Shipyards
- Regular, wide-ranging liaison with harbour users, stake holders and other interested parties, through formal and informal consultations
- Monthly Marine Management team meetings
- Routine Pilot liaison meetings
- Regular internal and external audits and reviews of the MSMS, its functions and procedures
- Comprehensive training and development for harbour staff
- Maintenance and exercising of the Moray Council Harbours Emergency Plan, Port Facilities Security Plan and the Coastal Pollution Arrangements Plan

5. Performance Indicators

	Area	Target	Date
1	Navigation Incidents	No major incidents, serious injuries or serious pollution as a result of a failure of the MSMS	Report every 3 months
2	Provision of Pilotage services	No major incidents resulting from Pilotage	Report every 3 months
3	Conservancy and Survey	<p>Ensure that the all approaches, entrances, basin and berths have an adequate schedule of hydrographic surveys, that these are undertaken in line with a defined schedule and that the results are published within the target timescales.</p> <p>Specifically:</p> <p>Navigational Safety surveys – significant data to be promulgated within 24 hours: surveys to be completed within 3 days of target (or 5% of period)</p> <p>Conservancy surveys - no surveys to be outstanding (significantly overdue) beyond 10% of the period beyond the due date. Results to be published within 8 weeks of the survey being undertaken.</p> <p>Wreck & Obstruction Investigation – investigate all reported wreck and obstruction on immediate mobilisation. Issue navigation warnings, arrange markings and removal at earliest opportunity, time dependant on severity/risk to navigation</p>	Annually
4	Liaison and consultation with harbour users	Routine meetings every quarter (or equivalent) with harbour users. Appropriate and open consultation with users and interested parties regarding proposed amendments to Directions, Codes of Practice Byelaws and Policies.	Quarterly
5	Support for, approval and facilitation of events	Associated risks to be at ALARP prior to approval. Avoid any unnecessary restrictions on vessel movements and disruption to commercial services and leisure activities.	As required

6. Action Plan 2018 - 2021

Area	Target	Date
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1	Risk Assessment	Introduce electronic marine risk management system	By end of 2019
2	Training	HM: career progression to continue AHMs: Oil Spill Response and Port Security Pilots: to be competent and authorised as per MSMS Pilot Boat crew: to meet required statutory qualifications HAs: to be trained to appropriate levels for OPRC	By end of 2018
3	Legislation	Review Byelaws	By end of 2019
4	Weighbridge upgrade	Investigate unmanned operation/relocation to Pier 1	By end of 2018
5	Digitisation of processes	Migrate administration processes from paper to digital as far as possible	By end of 2018
6	Review signage	Review and upgrade /replace all signage particularly with respect to safety	By end of 2018
7	Equipment/vehicles	Investigate provision of new equipment to minimise manual handling and replacement vehicles which are fit for the purposes of harbours maintenance works	By end of 2018