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# Lochboisdale Harbour

## SAFETY PLAN FOR MARINE OPERATIONS 2019-2022

Lochboisdale Development Limited  
Statutory Harbour Authority for  
The Lochboisdale and Gasay Port  
Oifis Stòras  
Daliburgh  
South Uist  
Western Isles  
Scotland  
United Kingdom



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## Document Production and Approval

Version	Date	Purpose	Lead Author	Reviewers	Approved	Status
1.01	29Aug2019	Initial draft	A Norman			DRAFT
1.02	xxSep2019	For LDL Board Approval	A Norman	M Schmoller DA Currie D Phillips		FOR APPROVAL
1.03	20Sep2019	As approved by Board	A Norman		LDL Board	APPROVED



## Introduction

1. Lochboisdale Development Limited (LDL) is the statutory harbour authority for the Lochboisdale and Gasay Port in the Western Isles. LDL is committed to compliance with the Port Marine Safety Code (PMSC) and its directors are the Duty Holders accountable for ensuring both compliance and safe marine operations in the harbour and its approaches.
2. The PMSC requires that an updated Marine Safety Plan be published every three years.
3. This Marine Safety Plan covers the period 2019-22 and sets out a robust plan for continued overall compliance with the PMSC reinforced by specific targets to keep a focus on marine safety challenges.

## What does the Port Marine Safety Code require in relation to Marine Safety Plans?

4. The November 2016 edition of the PMSC states:

### *Publication of plans and reports*

*2.26 To demonstrate the organisation's commitment to marine safety and to ensure the involvement of harbour users, a safety plan for marine operations should be published at least once every three years. The plan should illustrate how the policies and procedures will be developed to satisfy the requirements under the Code. It should commit the organisation to undertake and regulate marine operations in a way that safeguards the harbour/facility, its users, the public and the environment. It should refer to commercial activities; the efficient provision of specified services and the effective regulation of vessels including near miss reporting. It should also explain how commercial pressures would be managed without undermining the safe provision of services and the efficient discharge of its duties.*

*2.27 The duty holder must also publish an assessment of the organisation's performance against the plan. Information gathered from the monitoring and auditing of the MSMS should be used to support the analysis and conclusions.*

*2.28 The form of each organisation's plan and report will be for it to determine so long as it covers all the relevant requirements of the Code. At minimum plans and reports should be published every three years. Organisations are increasingly seeing the benefits of using web sites to publish their plans and reports.*



## LDL Policy in relation to Marine Safety Plans

5. LDL's current policy pertaining to Safety Plans is set out in its June 2019 Marine Safety Management System – Policies and Overview document which states:

**Policy 3P Production and Publication of Safety Plans and Reports:** *LDL published its first Safety Plan in 2016 for the period 2016-19. Subsequent Safety Plans are to be published before the expiry of the preceding Plan period and cover a period of up to three years. They will also be accompanied by a Report Assessing Performance against the previous Safety Plan. The Harbour Master, working in agreement with the Chief Executive, is to draft these documents and secure the Board's approval to them before publication or circulation. Approved Safety Plans and Reports are to be published on the LDL website. Copies are also to be issued for information to CMAL, Calmac, regular users of the Port and others as appropriate (such as prospective funders).*

## Performance against the 2016-19 Safety Plan

6. The 2016-19 Marine Safety Plan was published in 2016. Performance against that plan was reviewed in 2019 and found that:

- *LDL successfully operated a Marine Safety Management System (MSMS) compliant with the Port Marine Safety Code (PMSC)*
- *LDL delivered in full against 3 of the 6 specific targets that were set down in the Safety Plan. The other 3 targets have been partially delivered.*

7. The fully delivered targets related to Navigational Incidents, Conservancy and Diving. The partially delivered targets related to timely update of Marine Risk Assessments, publication of General Directions and the conducting of Emergency Preparedness exercises involving both harbour staff and users.

8. The performance review also suggested that:

*the scope of the Safety Plan for the next three years should reflect all the requirements of the PMSC and rectify shortcomings. The definition of performance measures should be clarified.*

## Key Components of the LDL Marine Safety Plan 2019-2022

9. The key components are:

- Marine Safety Management Policies
- Marine Directions, Risk Assessments and Operational Procedures
- Marine Safety and Management Priorities
- Specific Targets



## Marine Safety Management Policies

10. LDL's general policy on health and safety is set out in its *Marine Safety Management System – Policies and Overview* document. The latest update is June 2019, approved by the LDL board of directors and published on the Lochboisdale Harbour website:

<http://lochboisdaleharbour.com/>

11. LDL's detailed policies in relation to each of the elements of the PMSC are set out in the same document. These are concerned with both the management of the sheltered Lochboisdale harbour and the other parts of the Loch Boisdale sea loch that fall within LDL's jurisdiction as a statutory harbour authority.

12. The policies provide for an independent audit of their effectiveness by a "Designated Person". The last full audit was conducted by Designated Person David Phillips<sup>1</sup> in October 2018 and its recommendations were accepted in full by the LDL board of directors in December 2018. Those recommendations are reflected in the June 2019 document. LDL will plan for the next full review of the MSMS and these policies in 2021/22 with the proviso that if it becomes apparent that certain policies warrant earlier review and amendment then this can be done with the Duty Holders' approval.

## Marine Directions, Risk Assessments and Operational Procedures

13. The MSMS policies are expanded in detail into specific directions, risk assessments, standard operating procedures (SOP) and plans such as:

- General Directions to masters of vessels (in preparation)
- marine and navigational hazard identification and risk assessments (update underway)
- SOPs for operating the marine traffic lights and lifting equipment such as the dockside crane and the mobile boat hoist
- plans for emergency preparedness, oil spill contingencies, waste management and port facility security (updates underway).

14. All of these matters should be subject to review at least every three years with the proviso that risk assessment reviews should be at least annual and that any particular matter may warrant earlier review and updating.

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<sup>1</sup> David Phillips MVO is a very experienced former naval officer and former harbour master and is now a marine consultant. He acts as LDL's Designated Person for audits of the MSMS and provides related specialist advice.

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## Marine Safety and Management Priorities

15. This Marine Safety Plan commits LDL, as statutory harbour authority for the Lochboisdale and Gasay Port, to manage marine operations in a way that safeguards the harbour, its users, members of the public and the environment, consistent with its powers and authority

16. LDL will ensure, whenever possible, that it provides efficient and effective services and regulation of shipping and other vessels using the Lochboisdale and Gasay Port. In the event of disruption for whatever reason, LDL will make the safety of people and vessels a priority.

[See next page for Specific Targets]



## Specific Targets

<b>MARINE SAFETY PLAN 2019-22</b>		
<b>Service Provision / Item</b>		<b>Specific Target</b>
1	Navigational Incidents	No major incident resulting from a shortcoming of LDL's Marine Safety Management System (MSMS)  Incident Reports submitted promptly to Duty Holders and, if appropriate, to relevant statutory bodies
2	Conservancy - Bathymetry (hydrography)  - Pontoons  - Aids to Navigation (AtN)  - Admiralty Publications  - Other Publications	Produce policies and procedures for regular surveys and publication of information about sea-bed depths  Ensure vessels are adequately secured when using pontoons to avoid damage to vessels or pontoons  Meet the required availability of AtN within the Port (i.e. within the statutory harbour authority area)  Ensure that changes needed to local navigation charts and admiralty publications are submitted promptly to UKHO so that these publications remain current  Ensure that changes needed to well-used guides published by cruising club organisations and the like are submitted promptly so that guides remain current
3	Marine Risk Assessments	Review marine risk assessments at least annually and publish updates on the harbour website
4	Harbour Byelaws, General Directions and Notices to Mariners (NtM)	Review need for Harbour Byelaws Publish General Dir. following statutory consultation Keep NtM up-to-date
5	Marine Services - Diving	Enforce Diving at Work Regulations No major incident related to diving
6	Staff Training and Certification	Keep MCA Level 4 certification up-to-date for at least 2 personnel who can act as Oil Spill On-Scene Commanders  Keep PFSO security training certification up-to-date for at least 2 personnel to facilitate cruise ship visits  Deliver a programme of emergency preparedness briefings, training and exercises incl with other stakeholders
7	Liaison and Consultation	Regular meetings with stakeholders including: - with Harbour User Group at least twice yearly - CalMac Ferry Terminal staff
8	Audit of Marine Safety Management System	Ensure annual Designated Person audits of the MSMS plus interim reviews of specific items