



EYEMOUTH HARBOUR TRUST

SCOTLAND'S FIRST PORT OF CALL

Port Marine Safety Code Marine Safety Plan 2022-2025

Rev 1 - August 2022

This Marine Safety Plan (Rev 1 - 2022) supersedes any previous edition

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Document History:			
Issue level	Page No's	Date	Brief details of amendment(s) to safe operating procedure
Rev 1	All	2022	First Issue

Introduction

The board of the Eyemouth Harbour Trust (EHT) accepts responsibility as appropriate Port Marine Safety Code Duty Holder for ensuring that its duties and powers are discharged to the standard set out in the Port Marine Safety Code.

EHT will seek to consult with harbour users and relevant interested parties when considering applicable port-marine safety-related matters.

As required by the Port Marine Safety Code (PMSC) EHT will publish a Marine Safety Plan every three years. The plan details how EHT conducts marine management and operations within the Eyemouth Harbour Statutory Harbour Limits.

To conduct marine operations in a safe and effective manner EHT publish policies, plans, procedures, and guidance documentation in support of statutory powers. All such operational documents are based on a formal risk assessment process to ensure that all risks are either eliminated or reduced to as low as reasonably practicable (ALARP).

EHT will ensure that adequate resources are provided to its employees to enable them to operate its policies, plans and systems effectively.

Details of EHT management policy statements together with further safety management guidance can be found in the Port Marine Safety Code section at

<https://www.eyemouth-harbour.co.uk/port-marine-safety-code/>

1. EHT Marine Procedures and Guidelines

Procedures and guidance documentation for all marine navigation and operations at Eyemouth Harbour are produced by the Port Marine Management Team and Board of Trustees [the Duty Holder] in-line with legal and regulatory requirements and following engagement with Harbour Stakeholders. All such documentation is reviewed annually and following any changes to operations or any post incident investigation outcomes.

The main functions of the Eyemouth Harbour Trust may generally be classified as follows:

- a) The provision and maintenance of harbour facilities, i.e., quays, wharves, piers, etc.
- b) Navigational safety functions, including lighting and buoying the harbour, the removal of wrecks and other obstructions and maintenance dredging of navigational channels.
- c) Regulating the activities of other persons at the harbour including, in particular, the movement and berthing of vessels in the harbour, by means of directions and byelaws, licensed dredging operations and the construction of works in the harbour by other persons.
- d) Carrying out harbour operations including, in particular operational safety activities.
- e) Protecting the general public from dangers arising from marine activities within the port.
- f) The prevention of pollution and protection of the Harbour Environment including nature conservation.
- h) The provision of strategic policies regarding Harbour Governance, management, and best practice in line with UK regulatory requirements.

Eyemouth Harbour Trust will keep its powers – and the extent of its jurisdiction under review to ensure that they are appropriate for maintaining the overall safety of the harbour and those who use it, promoting changes where necessary as recommended within the Port Marine Safety Code.

2. Marine Policies & Contingency Plans

EHT have produced marine policies in support of the safe management of marine operations. The overarching Policy Statements are approved and signed by the Trust Chair on behalf of the Board of Harbour Trustees as PMSC Duty Holder.

EHT policies and procedures commit the authority to undertake and regulate marine operations in a way that safeguards its harbour, its users, and the marine environment.

EHT Policy Statements published:

Policy Statement on Marine Safety

[EHT-Marine-Safety-Policy-Statement-.pdf \(eyemouth-harbour.co.uk\)](#)

Policy Statement on Recreational & Leisure Activities

[EHT-Marine-Recreational-Leisure-Activity-Policy-Statement-.pdf \(eyemouth-harbour.co.uk\)](#)

Policy Statement on Marine Enforcement

[EHT-Marine-Enforcement-Policy-Statement-.pdf \(eyemouth-harbour.co.uk\)](#)

Policy Statement on Marine Environment

[EHT-Environmental-Policy-Statement.pdf \(eyemouth-harbour.co.uk\)](#)

Policy Statement on Port Security

[EHT-Port-Security-Policy-Statement-.pdf \(eyemouth-harbour.co.uk\)](#)

EHT have developed Harbour policies and plans in accordance aligned with the standards set out in the Port Marine Safety Code. This document details the policies adopted to achieve the Code's required standard. The policies and plans are based upon a full assessment of the hazards that must be managed to ensure the safety of EHT employees, its Harbour Users, and its wider stakeholders.

EHT will ensure that its regulatory Harbour plans (Emergency Plan, OPRC Plan & Port Waste Management Plan) are prepared and updated with reference to latest regulatory requirements and the Guide to Good Practice on Marine Operations in Ports, written and published in support of the Port Marine Safety Code.

EHT shall ensure that appropriately detailed contingency plans are published and periodically shared and exercised in conjunction with identified plan holders and neighbouring local authorities where appropriate.

3. The Management of Marine Operations

All marine operations are managed by the Port Marine Management Team and this Marine Safety Plan commits EHT, within the boundaries of its powers and authority, to effectively manage and regulate marine operations within the Eyemouth Harbour statutory limits.

The scope of this Marine Safety Plan is to ensure the safety of navigation and marine operations for all Harbour users and to protect the Harbour environment through good management, always striving for best practice.

EHT will monitor and, where appropriate, actively enforce compliance with its Marine Safety Plan, harbour byelaws and directions. It is to be noted that any apparent contravention of such byelaws or directions may result in the prosecution of the offender.

EHT will appoint competent Officers and assess, using the most appropriate means available, the competence of all persons appointed to positions with responsibility for safety of navigation and marine operations at Eyemouth Harbour.

All final decisions about risk control methods will consider relevant legislation, regulatory minimum standards, best practice, and human factors.

Paramount in managing marine navigation and marine operations EHT will always put the safety of life and vessels first. To maintain these high safety standards, it may be necessary to delay vessel movements or operational activities within the Harbour and approaches which may at times inconvenience Harbour users. Such delays and inconvenience will always be kept to a minimum where possible; however, safety will always take precedence.

EHT, in its role as a local lighthouse authority¹ (within the jurisdiction of the Northern Lighthouse Board, the General Lighthouse Authority for Scotland) will seek to maintain applicable aids to navigation in accordance with the availability criteria as laid down by the General Lighthouse Authorities regulatory guidance.

EHT has appointed Harbour Management Solutions as the PMSC 'Designated Person' to provide independent assurance that marine safety management systems are working effectively. The Designated Person has direct access to the duty holder in this regard.

EHT will continually monitor its performance in relation to port marine safety.

4. Marine Management

To ensure effective functions are in place to maintain an effective Marine Safety Management System (MSMS), the Port Marine Management Team undertake several activities to ensure that continual compliance with the PMSC, our statutory obligations are met, and all risks are ALARP:

- a. Periodic management review of the MSMS including document / procedure review schedule, incident reporting, training, and progress on tasks / projects.
- b. Frequent informal marine management team meetings.
- c. Comprehensive marine reporting and investigating system.
- d. Detailed marine / navigation risk assessments.
- e. Provision of, in the most appropriate format, up to date Harbour passage guidance applicable to the port.
- g. Appropriate use of mooring plans and, where practicable, ensure that mooring policy and procedures meet the industry's competence standards.
- h. Ensure that due notice is provided to the directions that may need to be given in relation to a dangerous vessel that may wish to enter the port.
- i. Regular PMSC / marine safety liaison meetings with Harbour Users and wider stakeholders.
- j. Annual DP internal audit program.
- k. 3 Yearly external independent PMSC audit or peer review.
- m. Emergency response plans and procedures with regular response exercises and training.
- n. Employment of trained, experienced, and competent personnel with continual professional development.

EHT acknowledges that the process of port marine safety assessment is continuous, so that new hazards and changing risks are properly identified and addressed as required. EHT will supplement the continuous review process with formal reviews at suitable intervals.

All final decisions about risk control methods will consider relevant legislation, regulatory minimum standards, best practice, and human factors.

Environmental obligations and responsibilities - EHT acknowledges that it has a general duty to exercise its functions with regard to nature conservation and other related environment considerations, in particular with regard to the requires of the extant and evolving Habitats Directive. If considered necessary, EHT will seek additional powers for these purposes.

The ISPS Code [International Ship and Port Facility Security Code] - EHT are an approved ISPS port, achieving compliance with the counter terrorism standards and requirements regarding compliance with the ISPS Code. The CEO and Harbour Master are the certified Port Facility Security Officers for Eyemouth Harbour, and a Port Security Committee is in place.

¹ A **local lighthouse authority (LLA)** is a port, harbour, or other party providing navigational aids in a locality as part of its facilities. These local authorities subscribe to the general lighthouse authority's policy on the correct maintenance and provision of such equipment.

Part 5 - Management Targets

Permanent Performance Targets

	Activity	Target
1.	Marine Safety	Maintain an effective MSMS in accordance with the PMSC. Maintain nav aids to UK LHA National, IALA and IMO standards.
2.	Navigational and Marine Incidents	Through reporting, investigation, and analysis, ensure all risk assessments, procedures and guidelines are appropriate to prevent any major marine, safety, navigation, or pollution incidents, while striving for zero injuries or incidents.
3.	Conservancy and Hydrographic Service	Maintain monitoring of harbour and entrance channel depth through regular soundings/bathymetric surveys and maintenance dredging. Ensure ATON availability meets NLB targets.
4.	Create and publish annual berthing plan	Berthing plan to be created based on approved administrative procedures. Engagement with boat owners and berth holders to take place. Right to appeal to plan to be heard /considered.
5.	Liaison and Consultation with harbour users	Annual General Meeting hosted by the Duty Holder Routine engagement & meetings held with stakeholders at least 2x p.a. hosted by Chairman, CEO and Harbour Master. Regular communications via emails, website, and social media. Support in formation of Harbour Users' Group
6.	Training and Professional Development	All Trustees to undertake Duty Holder awareness training within 6 months of appointment. Continual professional development of staff
7.	Audit	Annual internal audit of MSMS by DP 3-yearly external audit of MSMS

Temporary / Development Targets:

	Activity	Target
1.	Completion of new NNG O&M base construction and vessel berths.	Delivery Q3 2022 – Continual liaison with NnG and their contractors to ensure safe construction and project delivery. Regular liaison and communications with harbour users and other stakeholders throughout the construction works.
2.	Create new senior marine team	Recruit permanent Deputy Harbour Master and review marine staff resourcing to align with additional harbour operational requirements.
3.	Review / update / re-issue the Marine Safety Management System & Procedures, OPRC Plan, PWMP and PFSP.	On-going throughout 2022 with completion by end September 2022.
4.	Internal / External PMSC Audit 2022	The designated person shall complete internal audit during Q4 2022 and assist in identifying a suitable auditor to assess the revised MSMS

Approval of Marine Safety Plan by the Duty Holder



*Donald Duggan - Chair Eyemouth Harbour Trust
August 2022*