



Marine Safety Plan 2022-25

A	Draft – for comments	Stephen Birt	Justin Shirtcliff		Stephen Birt
		21-Oct-2022	24-Oct-22	dd-Mmm-yyyy	dd-Mmm-yyyy
		HM	DHM		HM
Rev. no.	Description	Prepared	Checked	Approved	Approved

Document revision history

Rev. no.	Date	Section no.	Brief description of change	Author of change



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1.0 Document Overview

1.1 Purpose

PMSC 2.26 (The Code) states that: 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.

1.2 Scope

The Marine Safety Plan covers the activities specified under the various sections of The Code.

1.3 Responsibility for compliance

The Harbour Master is accountable for ensuring that this document is regularly updated (at least every three years) and that the objectives therein are monitored against actual progress.

1.4 Document Owner

The Harbour Master.

1.5 Abbreviations

Abbreviation	Explanation
ALRS	<i>Admiralty List of Radio Signals</i>
IALA	<i>The International Association of Marine Aids to Navigation and Lighthouse Authorities</i>
IMO	<i>International Maritime Organisation</i>
MCA	<i>Maritime and Coastguard Agency</i>
PMSC (The Code)	<i>Port Marine Safety Code</i>
TBPC	<i>The Bristol Port Company</i>
VTS	<i>Vessel Traffic Service</i>

1.6 Definitions

Definition	Explanation
<i>Nil</i>	

1.7 Associated documents and references

Document no.	Document title
-	<i>PMSC</i>



2.0 Marine Safety Plan

Structure and Components of the Safety Plan

2.1 Legislation, Regulation, and Policies.

The functions of a Statutory Harbour Authority are governed by Legislation in the first instance. Acts of Parliament, including the Harbours, Docks and Piers, Clauses Act 1847 and the Pilotage Act of 1987 provide the legislative foundation. These are supported by more specific legislation, including Harbour Empowerment and Revision Orders, and By-laws. In turn, this legislation is enabled by documents from Regulating Authorities, including IMO, IALA, and MCA. Links to the relevant documents are available through www.bristolport.co.uk.

As the Competent Harbour Authority for that part of Bristol's Harbour described as "the designated harbour" together with the "added pilotage area" in the Port of Bristol Harbour (Deep Sea Container Terminal) Revision Order 2010 No 2020, acting under powers contained in the Pilotage Act, 1987, TBPC has issued General Pilotage Regulations and given Pilotage Directions.

The Marine Management Policy identifies the responsibilities, objectives, and covers operational policies associated with marine safety.

2.2 Review of Legislation

The Legislation applicable to the Port was reviewed in April 2022, with advice from external legal counsel. It was found that the present legal powers available to the port were sufficient for the range of operations and risks that are presently undertaken. Given any potential changes in the extent of the Port's operations and risks, it was agreed that these legal powers would be subject to further review, as necessary, in light of any significant future changes.

2.3 Risk Assessment

Risks are assessed and control measures applied in three separate electronic Hazard Management databases; navigation hazards, risks to personnel, and the risks associated with the operation of port craft utilising the 'HAZMAN' product marketed by Marico. Where risks cannot be eliminated, they will be reduced to ALARP, and controlled accordingly. A reporting system feeds into the database to provide a live response mechanism. Risk Assessments should be reviewed annually.

Marine Operating Procedures and Work Instructions are derived from the control measures in order to provide a consistent planning and response methodology.

2.4 Marine Operating Procedures

Marine Operating Procedures are divided into three sections, covering Passage Planning, Lock and Dock Operations, and VTS Administrative procedures. Each procedure is numbered individually and is designed to act as a standalone guide to the completion of a task. Marine Operating Procedures can be found as a separate section within the Quality Manual. These procedures necessarily take the form of a set of guiding principles in order to provide personnel with sufficient information to make



correct decisions yet allow adequate room for the deployment of judgement to take account of the infinite range of environments and circumstances which characterises Marine business.

2.5 Work Instructions

Work Instructions are detailed, step-by-step instructions which list the actions necessary to complete an individual piece of work and are a subordinate process to Marine Operating Procedures. As the majority of the Marine Department's operational business is controlled through Marine Operating Procedures, there are few (if any) Work Instructions for much of the time.

2.6 Memoranda and Notices

Regularly updated internal Memoranda may be issued to the Marine department outlining specific reminders or expansion in detail of policies. Information for port users and other stakeholders can be issued externally and publicly in Notices to Mariners.

2.7 Marine Reporting Procedures

The Marine Reporting Procedures detail the vehicle for reporting including incidents, accidents, defects, near-misses, and any events from which a safety lesson can be derived. These reports can be completed by any member of TBPC staff or Harbour Users and are managed through a report database (Hazman). All actions in response to the initial report are recorded, and the form closed only when all relevant response actions have been completed.

2.8 Operating Manuals

Operating Manuals are instructional documents created for specific activities or equipment types. Examples include VTS Operating Manual, Port Craft Operating Manuals, Lock Operating Manual & Conservancy Manual.

2.9 Response and Management Plans

The Bristol Port Company, as a Statutory Harbour Authority, is required to have a range of Response Plans in order to cover the actions required in the event of an incident or accident. The primary document is the TBPC Port Emergency Plan, which is supported by the following subordinate plans:

TBPC Oil Spill Contingency Plan, TBPC Oil Basin Emergency Plan, TBPC RP7 Emergency Plan

An Exercise Programme ensures that these Plans are regularly practised.

2.10 Provision of services, regulation, and commercial activity

2.10.1 Provision of specified services

TBPC operates a VTS as outlined in ALRS Volume 6. These services can be combined efficiently with the Tidal Planning and Duty Harbour Master services. Regulation of vessel movements is achieved through the Tide Plan. Pilotage is delivered by Bristol Pilots Ltd. Towage is provided by Svitzer in



order to access the capability of an international tug operator. Line-handling and associated marine services are carried out by Pill Hobbler Marine Services Ltd.

2.10.2 Commercial Activity

TBPC provides the full range of Port Services, including stevedoring and engineering. Commercial activities include the large-scale import of bulk animal feed, breakbulk forest products, containers, jet fuel and other liquid cargoes, and the import and export of motor cars and grain.

Constructive tension will always exist between meeting commercial deadlines and the maintenance of safety. TBPC's Shareholders chair a daily meeting of Board Members, who also comprise the Harbour Board. At this meeting, commercial priorities are evaluated, and the daily operational plan constructed around the meeting of these safely and efficiently.

3.0 Safety Performance

TBPC monitors its safety performance through the following records and KPIs, which are assessed annually on 31 December. These are listed below, together with the standing objectives which have been set until 31 December 2023:

3.1 Standing Objectives

This safety performance is reported through the Annual Management Review.

Service Provision/Activity	Objective per year
Shipping Activity Levels	Record
Record Dangerous Cargos carried	Record
Record Ratio of incidents/damage to shipping movements (KPI)	<5%/<1%
Incident Reports (Detail)	Record
Management of Navigation and Pilotage (KPI)	100% PPPs <5 delay (100% Piloted Passage Plans, and <5 vessel delays)
Hazards and Risk Assessment Review (KPI)	100%
Dredging (Maintained depths) (KPI)	>4.2m RPD/>0.8m Avm
Dredging quantities	Record
Record Conservancy (Light availability)	>99% Exercise Plan



4.0 Temporary Objectives Safety Plan 2021-2023

Service Provision/Activity	Objective/date
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Pilotage: Re-introduce improved pilot training/assessment	30 Nov 2021
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This was completed 4/2/2022 as The Policy for recruitment, training, authorization and revalidation of pilots issue 5

Towage: Refine Towage Guidelines	30 Apr 2021
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This was completed with a new Towage Guideline issued May 2021 (Issue 5)

Conservancy: Introduce replacement CSD capability	30 Nov 2023
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To be completed – Tender process underway, expected into service date Q4 2024.

VTS: Complete Risk Assessment of VTS requirement	30 Nov 2022
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This was completed for internal consultation on 12/10/2021

5.0 Temporary Objectives Safety Plan 2022-2025

Service Provision/Activity	Objective/date
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Conservancy: Introduce replacement CSD capability (carried over)	30 Nov 2024
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MSMS: Review the platform upon which the MSMS is held	31 Dec 2022
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