



Port Marine Safety Code

Marine Safety Plan

2023 - 2025

Introduction

As part of its compliance with the requirements of the Port Marine Safety Code (PMSC), Shoreham Port Authority (SPA) publishes a Marine Safety Plan for marine operations in Shoreham Port every three years.

1. Marine Procedures and Guidelines

Procedures and guidance documentation for marine navigation and operations are produced, developed and maintained following consultation by Shoreham Ports Marine Management Team. All are reviewed on a regular basis by the respective management team.

2. Marine Policies

A number of marine policies have been published in support of the management and regulation of marine operations within Shoreham Port.

The Marine Safety Management System and Marine Safety Plan are approved by Shoreham Port Authority Board, as the Duty Holder under the Port Marine Safety Code.

3. The Management of Marine Operations

This Marine Safety Plan commits Shoreham Port Authority to undertake the management and regulation of marine operations, within the scope of its powers and authority, in a way that safeguards the port, users of the port, including members of the public and the environment.

Shoreham Port Authority will undertake its role and responsibilities to ensure that, whenever possible, it provides efficient and effective services and the regulation of shipping and other vessels in support of all activities in the harbour; in particular commercial vessel movements, to facilitate the safe and prompt transit of vessels through the port.

In ensuring the continued provision of service, especially during times of disruption, Shoreham Port Authority will always keep the safety of its personnel, harbour users and vessels as the top priority. At times this may mean that services and therefore vessel movements or activities are subject to delay. However, the safety of life and of navigation remains a priority for Shoreham Port Authority.

4. Marine Management

To ensure effective functions are in place to maintain the Marine Safety Management System, Shoreham Port's marine department undertakes a number of activities so that continual compliance with the Port Marine Safety Code, our statutory obligations are met, and all risks are As Low As Reasonably Practicable.

- Monthly Marine Management Team meetings to discuss and agree on the procedure review schedules, incident reporting, training, exercise schedule and the progress on tasks/projects.
- Weekly informal marine management meetings.
- The reporting and investigating of marine incidents and implementation of lessons learnt.
- Detailed marine/navigational risk assessments.
- Regular, wide-ranging liaison meetings with stakeholders.
- Regular external safety/marine operation meeting/committees with industry bodies.
- Regular Harbour Radio (Local port Service), Pilotage and towage meetings.
- Bi-annual external PMSC audits.
- Detailed scrutiny by Shoreham Port Business Risk & Safety Committee of the PMSC audits reports.
- Annual presentation to the Duty Holders by the Designated Person.
- The maintenance and exercising of Shoreham Port Emergency Plans and procedures.
- Comprehensive training and development for the marine department's staff.

5. Ongoing Management Targets for the Period of the Plan

Standing Targets

	Service Provision / Activity Target	Target
1	Navigational Incidents	No major incidents, serious injuries or serious pollution as a result of a failure of the port's Marine Safety Management System
2	Local Port Service	Provide an effective Local Port Service for the port.
3	Provision of a Pilotage service including the authorization of Pilotage Exemptions	No major incidents resulting from Pilotage or Pilot Exemption errors. To have a sufficient number of Pilots and a robust roster to ensure that no vessels are unduly delayed.
4	Conservancy and Hydrographic Service	Ensure the hydrographic survey program is maintained and survey charts are published. Relevant data is sent to the United Kingdom Hydrographic Office.
5	Emergency Plans	Maintain, exercise and regularly review of Emergency Plans.
6	Liaison and consultation with Port Users	Regular meetings with Shoreham Port Board to give a Port Marine Safety Code update. A Port Users Group meeting is held biannually. An annual public meeting is held. An annual Leisure Safety Group meeting is held.
7	Training	All Duty Holders to have internal and external training on the Port Marine Safety Code.
8	Designated Person	Designated Person to bi-annual audit the Harbour Authority's compliance with the Port Marine Safety Code. To provide relevant and timely information to the Duty Holder's as required. To address the Duty Holders annually.