



Lochboisdale Harbour

Safety Plan for Marine Operations 2022 - 2025

October 2022

Lochboisdale Development Limited
Statutory Harbour Authority for the Lochboisdale and Gasay Port
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Document Production and Approval

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Introduction

1. Lochboisdale Development Limited (LDL) is the Duty Holder¹ and statutory harbour authority for the Lochboisdale and Gasay Port. 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. This Marine Safety Plan covers the period 2022 – 2025, it details the plan for continued compliance with the PMSC and includes standard and specific objectives.

Port Marine Safety Code – What does it require?

2. Articles 2.26 – 2.28 of the Port Marine Safety Code require that a Marine Safety Plan should be published every three years and in particular, state:

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

3. 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:

¹ Articles 1.6 defines the Duty Holder as being accountable for ensuring that the port is compliant with the Port Marine Safety Code and that marine operations are conducted safely. It states further that “... the role of duty holder is undertaken by members of the management team or a board who are (both collectively and individually) publicly accountable for marine safety under the Code.



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 Caledonian MacBrayne Assets Limited (CMAL), Caledonian MacBrayne Ferries Limited (CFL), regular users of the Port and others as appropriate (such as prospective funders).*

Performance against 2019 – 22 Marine Safety Plan

4. The 2019 - 2022 Marine Safety Plan was published in September 2019 and measuring performance by LDL against that plan:
 - The Marine Safety Management System (MSMS) operated by LDL and its management of Lochboisdale and Gasay Port was compliant with the Port Marine Safety Code (PMSC). This was confirmed by successive reports by the Designated Person² throughout the period of the plan which reported the port consistently, as being compliant with the PMSC.
 - LDL completed 7 of the 8 specific targets (Navigational Incidents, Conservancy, Marine Risk Assessments, Harbour Regulations, Diving, Consultation and MSMS Audit) that were set down in the Safety Plan and the outstanding target (Staff Training) was partially completed.

Marine Safety Management Policies

1. 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/>
2. 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.

² Article 1.11 of the Port Marine Safety Code states: "Each organisation must appoint an individual as the "designated person" to provide independent assurance directly to the duty holder that the MSMS, for which the duty holder is responsible, is working effectively. Their main responsibility is to determine, through assessment and audit, the effectiveness of the MSMS in ensuring compliance with the Code." Commander David Phillips MVO acts as LDL's Designated Person for audits of the MSMS and provides specialist advice; he is a very experienced former naval officer and former harbour master and is now a marine consultant.



3. The policies provide for an independent audit of their effectiveness by a “Designated Person”. The last full audit was conducted by the Designated Person, David Phillips in October 2018 and its recommendations were accepted fully by the LDL board of directors in December 2018. Those recommendations are reflected in the June 2019 document. LDL intend that the next full review of the MSMS and these policies will be conducted in 2021/22 unless certain policies warrant earlier review and amendment.

Marine Directions, Risk Assessments and Operational Procedures

4. 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
- Navigational risk assessments and other risk assessments as appropriate
- Standard Operational Procedures (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).

5. All these matters should be reviewed at least very three years; risk assessments should be reviewed at least annually and whenever necessary, such as following an accident or whenever a new operation is started or an existing operation changed in any way.

Marine Safety and Management Priorities

6. 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

7. LDL will ensure, whenever possible, that it provides efficient and effective services and manages the safety of navigation of 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.



Standing Objectives

	Service Provision / Activity	Comment / Target	Periodicity
1	Ensure all reasonably practicable steps are taken to identify the hazards and risks arising from operational activities within the Port and its approaches; and reduce risks to a level that is as low as is reasonably practicable.	LDL has conducted port-wide navigational risk assessment and other appropriate risk assessments that are reviewed annually.	Annual
2	Reduce the likelihood and frequency of Navigational Incidents.	No serious incidents should occur through shortcomings in the LDL MSMS	Annual
3	Maintain an effective Marine SMS.	LDL's Designated Person, who is independent of the Authority will assess the safety management system is effective and state whether it is compliant with the Port Marine Safety Code and effective.	The DP reports every Board meeting (3 Monthly)
4	Conservancy - Bathymetry (hydrography) - Aids to Navigation (AtN) - Admiralty Publications - Other Publications	<ul style="list-style-type: none"> - survey as regularly as necessary and find and mark the best navigable channels; - place and maintain navigation marks in the optimum positions which are suitable for all conditions; - keep a 'vigilant watch' for any changes in the sea bed affecting the channel and move or renew navigation marks as appropriate; - keep proper hydrographic records; - ensure that hydrographic information is published in a timely manner; and - provide regular returns and other information about the authority's local aids to navigation as NLB may require. - ensure changes to local navigation charts and admiralty publications are submitted promptly to UKHO and other authorities (Clyde Cruising Club) 	As required
7	Support, approve and facilitate on-water events within the Statutory Harbour Area (SHL).	LDL will encourage and take an active role in on-water events, in order to manage the safety of navigation, avoid restrictions for Port users and to promote the port.	As required



8	<p>Consultation</p> <p>Encourage port user involvement in the maintenance of the Marine SMS and the overall improvement in the provision of marine safety.</p>	<p>LDL consults Port users on a number of issues over the past few years, including the Navigational Risk assessment, General Directions, Events etc. LDL will develop the lines of consultation further during the life of this plan.</p>	
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Specific Objectives

	Service Provision / Activity	Comment	Target
1	Conduct complete PMSC compliance audit in accordance with the MCA aide-memoire at the PMSC Guide to Good Practice.	The last full Audit was conducted in December 2018, another audit is planned for December 2022	December 2022
2	Review the Oil Spill Contingency Plan.	Current document came into force in March 2021, next review due March 2026. This date is outside this plan but is noted here for reference	March 2026
3	Review the Port Waste Management Plan.	Current Plan dated January 2020, next review due January 2023	January 2023
4	Review and update the Security Plan	As vessels under ISPS Regulation rarely call at Lochboisdale the Security Plan was suspended. In Sept 2022 the Hebridean Princess anchored in the harbour on two occasions landing passengers at LGP and this may recur in future requiring the Security Plan to be restored.	January 2023
5	Review and update the Port Emergency Plan	The current plan is dated 2016, it was reviewed and needs updating.	January 2023
6	Marine Information Note 641 issued by the Maritime and Coastguard Agency (MCA) requires that every 3 years the Duty Holder must submit a signed statement to the MCA saying that the Port is compliant with the Port Marine Safety Code (PMSC).	The Designated Person) confirmed LDL's compliance with the Port Marine Safety Code in March 2021, the next letter is due in March 2024.	March 2024
7	Draft and implement Standard Operational Procedures for marine and other operations		December 2022



9	PMSC Training for the Duty Holder	New Board members need to be trained in understanding their responsibilities under the PMSC	March 2023
10	Review: <ul style="list-style-type: none">• The LGP HEO (2016)• MSMS Policies and Overview Doc	These documents should be reviewed at least every three years and both are due.	January 2023