



King's Lynn Conservancy Board

Safety Plan for Marine Operations 30.01.2024.

King's Lynn Conservancy Board (KLCB) are dedicated to ensuring a safe environment for all those who work in or visit the Port of King's Lynn.

In compliance with the Port Marine Safety Code, King's Lynn Conservancy Board publishes this document "Safety Plan for Marine Operations" for the period from **2024 – 2027**.

The impact of the Marine Safety Plan is to ensure safe and effective management and regulation of marine operations within the King's Lynn Conservancy Board area of jurisdiction and to continuously develop and improve our safety and environmental management culture and performance.

This Safety Plan for Marine Operations commits the KLCB to undertaking the management and regulation of marine operations and in particular, safe navigation, within the scope of its powers and authorities, in a way that safeguards the port infrastructure, users of the port, including members of the public and the marine environment.

King's Lynn Conservancy Board will undertake its role and responsibilities to ensure that, whenever possible, it provides safe, efficient and effective services for the regulation of both commercial and leisure vessel movements in the harbour and approaches.

Established Management Activities Communication, consultation and feedback are a fundamental to ensure the safety and navigational requirements are understood and are continually reviewed.

The following are undertaken to ensure the maintenance of an effective Safety Management System:

Admiralty charts.

The KLCB Harbour Authority have an agreement with the Hydrographic Office to ensure that relevant information required for inclusion within Admiralty Charts and publications is made available.

Anchorage.

The KLCB have made appropriate provision for a designating safe anchorage in its area of jurisdiction.

Assessment and review.

KLCB acknowledges that the process of port marine safety assessment is continuous, so that new hazards and changing risks are properly identified and addressed.

The KLCB will supplement the continuous review process with formal reviews at suitable intervals.

Auditing and reviewing performance.

In considering the safe operation and management of its operation the KLCB, will monitor and review their performance against a number of predetermined indicators.

The results of such reviews will be recorded and, where appropriate, information will be made available to users and other interests.

Collision Regulations.

The KLCB will, where necessary, seek to ensure that its Harbour byelaws provide for circumstances that the Collision Regulations do not consider.

Competence standards.

The KLCB will assess, using the most appropriate means available, the fitness of all persons appointed to positions with responsibility for safety of navigation.

Conservancy.

The KLCB shall endeavour to conserve its area of jurisdiction, to ensure that it is reasonably fit for use as a port, taking reasonable care to ensure that is in a fit condition for a vessel to resort to it.

Consultation.

The KLCB will seek to consult with Harbour users and relevant interests when considering applicable port marine safety related matters.

Dangerous vessels.

The KLCB will 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 King's Lynn.

Designated person.

The KLCB has appointed the Deputy Harbour Master as the designated person to provide assurances that the KLCB marine safety management systems are working effectively.

Dues and Charges.

The KLCB will ensure that all its Dues and Charges are published in such manner as to bring them to the notice of those persons likely to be interested.

Duty holder.

The KLCB accepts responsibility for ensuring that its duties and powers are discharged to the standard set out in the Port Marine Safety Code.

Emergency Planning.

The KLCB will ensure that appropriately detailed emergency plans are published and periodically exercised.

Enforcement.

The KLCB will monitor and, where appropriate, actively enforce compliance with its area of jurisdiction, by byelaws and directions.

Contravention of such byelaws or directions may result in the prosecution of the offender.

Environmental duty.

KLCB acknowledges that it has a general duty of care to exercise its functions with regard to nature conservation and other related environmental considerations, in particular having regard to the requirements of the Habitats Directive.

If considered necessary the KLCB will seek additional powers for these purposes.

Excepted vessels.

The KLCB will ensure that the risks associated with vessels to which the requirements of pilotage directions may not apply are adequately managed.

Exemption certificates.

The KLCB will ensure the provision of appropriate formal procedures for assessing the suitability of applicants.

The standards and procedures adopted by the KLCB will be published and available to applicants.

The KLCB will satisfy themselves that would-be exemption certificate holders are properly trained on the conduct of the vessel or vessels to which a certificate applies.

The KLCB will issue pilotage exemption certificates to appropriately qualified mariners.

The PEC certificates will set out the agreed limits and conditions on which they are issued.

The KLCB will ensure the use of PEC's are in accordance with the terms on which they are issued.

Harbour Authority powers.

The KLCB will keep under review its powers, and the extent of its jurisdiction to ensure that they are appropriate for maintaining the overall safety of the Harbour and approaches, promoting changes where necessary.

Harbour Master appointment.

The KLCB has, exercised its powers to appoint a Harbour Master.

Harbour Master & Chief Executive.

The KLCB will ensure that the port marine safety functions assigned to its Harbour Master & Chief Executive are clearly defined.

Health & safety at work.

The KLCB is committed to ensuring the health, safety and welfare of its employees; so far as is reasonably practicable.

We also fully accept our responsibilities for other persons not in our employment, which may be affected by our activities, by ensuring they are not exposed to risks to their health and safety.

We will ensure that our statutory duties are met at all times.

Hydrography.

The KLCB will use all appropriate means to find, monitor and mark the best navigable channel in its Harbour and approaches.

KLCB will promulgate the relevant hydrographic information, including information on navigational hazards within its area of jurisdiction.

KLCB Officers.

The KLCB will ensure that executive and operational responsibilities are assigned to properly trained people with delegations being clear and formal.

Limits of jurisdiction.

In the event that the KLCB considers that pilotage should be compulsory for ships navigating in any area outside its area of jurisdiction, if appropriate it will apply for a Harbour Revision Order to be made to extend its limits for the purposes of pilotage to include that area.

ABP have jurisdiction within the enclosed docks, fisher fleet and 100metres in all directions from the Riverside Quay.

Linesmen.

The use of Linesmen is compulsory for commercial vessels using the South Quay.

Local lighthouse authority duties.

The KLCB, in its role as a local lighthouse authority, will maintain aids to navigation in accordance within the criteria laid down by Trinity House, the General Lighthouse Authority.

Meteorological conditions.

The KLCB will ensure, so far as practicable, that information is made available regarding the effect of prevailing and forecast meteorological conditions on marine activities.

Passage plans

The KLCB will utilise and promote the use of appropriately detailed passage plans within its area of jurisdiction.

Performance.

The KLCB will monitor its performance related to port marine safety.

Pilotage.

The KLCB will keep under consideration what pilotage services need to be provided to secure the safety of ships navigating within its area of jurisdiction.

It will also ensure that the appropriate level of pilotage service is provided.

The KLCB considers, in the interests of safety that pilotage is compulsory for all vessels over 35 metres in length, and will keep under review the allowances and any restrictions, required for vessels to safely transit the approaches.

Pilots Allocation.

The KLCB will ensure, where applicable, that arrangements are in place for pilots to be allocated to vessels with sufficient time and information available to prepare a pilot passage plan.

The KLCB will also determine, through a process of formal risk assessment, any circumstances in which more than one pilot would be needed to conduct the navigation of a vessel safely.

Pilots Authorisation.

The KLCB will determine the qualifications for the authorisation of its pilots in respect of competency standards, and amongst other things, physical fitness, local knowledge, ability, character and qualifying service.

The KLCB will ensure that proper arrangements are in place for assessing pilot competence and keeping their fitness under review and that details of these arrangements are made available to applicants.

Pilots Boarding and landing procedures.

The KLCB have issued guidelines regarding the limitations of safe boarding and unboarding of pilots.

Pilots Contracts.

The KLCB as the Statutory Pilotage Authority will ensure that suitably detailed contractual arrangements are in place with its authorised pilots.

Pilot Training.

The KLCB will ensure that all their authorised pilots are trained so as to be qualified to conduct the vessels to which they are likely to be allocated.

The training standards will be appropriate to the competence standards developed in parallel with the Port Marine Safety Code.

Pilot launches and workboats.

The KLCB will ensure that only those vessels that are specifically approved for the purpose will be used as pilot launches.

The KLCB will also ensure that workboats used in its area of jurisdiction comply with the Merchant Shipping (Small Workboats) Regulations 1998, and the associated Safety of Small Workboat and Pilot Boat Code of Practice.

Publication of port passage guidance.

The KLCB will provide, in the most appropriate format, up to date passage guidance applicable to its area of jurisdiction.

Port State control.

The KLCB will ensure that the Maritime and Coastguard Agency are informed whenever reports are received from a pilot that a vessel has deficiencies, which may prejudice the safe navigation of that vessel or which may pose a threat of harm to the environment.

Prevention of pollution.

The KLCB Oil Spill response plan has been approved by the MCA, and a Tier 2 contractor has been appointed.

Published policies and plans.

The KLCB has developed policies and procedures in accordance with the standard in the Port Marine Safety Code. This document details the policies adopted to achieve the required standard.

The policies and procedures are based upon a full assessment of the hazards that have to be managed to ensure the safety of King's Lynn Harbour, approaches and its users

The KLCB will make available reports of their formal periodic reviews. Setting performance against their plans and against the standards in the Code.

The KLCB policies and procedures commit the authority to undertake and regulate marine operations in a way that safeguards all of its users and the environment.

Resources.

The KLCB will ensure that adequate resources are provided to its officers to enable them to operate the policies, procedures and systems effectively, recognising that proper discharge of the authorities' duties will otherwise be compromised.

Risk assessment.

The KLCB will undertake a formal documented risk assessment of its operations, including the establishment of systems designed to continuously review the findings of the assessments.

Risk ALARP principle.

The KLCB will, so far as is practicable, take measures to eliminate any risks that may be identified, through the assessment process.

Risk control.

All final decisions about risk control methods will take into account relevant legislation, minimum standards and human factors.

Safety assessment and management.

The KLCB approach to safety assessment and management is aimed at enhancing marine safety within the jurisdiction of the KLCB, including protection of life, health, the marine environment and property.

The KLCB will endeavour to ensure that its marine safety management systems make proper use of all the available powers, and in doing so demonstrate the connection between powers adopted and the formal risk assessments.

Safety management systems.

The KLCB policies are fully supported by procedures to: -

- Monitor the safe arrival, movement and departure of vessels within KLCB area of jurisdiction:
- Protect the general public from dangers arising from marine activities within the KLCB area of jurisdiction:
- Carry out Harbour Authority functions with special regard to their possible environmental impact:
- Prevent acts or omissions that may cause personal injury to KLCB employees or others, or damage the environment.

Safety policy.

The KLCB has developed a safety policy for marine operations within its area of jurisdiction.

Tugs.

The KLCB will ensure that, where applicable, appropriate guidance is provided for the use of tugs in the port and Harbour areas, including recommendations on the number of tugs required where appropriate.

Vessel Traffic Systems Services.

The KLCB will determine, through a process of formal risk assessment circumstances in which a functional radar or radio-based vessel traffic service should be established and operated in accordance with internationally agreed guidelines.

Works in harbours.

The KLCB will ensure that its marine safety management systems have appropriate provision for works undertaken in harbours.

Wrecks.

The KLCB will ensure that its marine safety management systems require a risk assessment to be undertaken of any wreck in the approaches to King's Lynn, which may cause a danger to navigation.