Shetland Islands Council

Marine Safety Management System
(2018)

Port Marine Safety Code
Marine Safety Plan
2018 - 2021
Introduction

As part of its compliance with the requirements of the Port Marine Safety Code (PMSC), The Shetland Islands Council (SIC) Ports & Harbours Operations, publishes the following Marine Safety Plan for marine operations in the Ports and Harbours it operates in Shetland for the period 2018 – 2021.

A more comprehensive overview of the structure, management and maintenance of the SIC’s Ports & Harbours Operations compliance with the PMSC in support of this Plan is contained in the Shetland Islands Council (SIC) ‘Marine Safety Management System’ (MSMS).

1. Marine Policies

The Shetland Islands Council (SIC), as Harbour Authority, is accountable for the discharge of its duties and powers to the standard laid down in the Port Marine Safety Code.

The Executive Manager Ports and Harbours is responsible for meeting and maintaining the BS EN ISO 9001-2015 Quality Standard for the Sullom Voe Harbour Authority (SVHA).

The SVHA Quality Management System and the Marine Safety Policy have been published by SIC to demonstrate its commitment to undertake and regulate marine operations in a way that safeguards all of its ports and harbours, their users and the environment in a qualitative and auditable manner. These documents detail the policies adopted to achieve the PMSC’s and Quality Standard requirements. These policies and plans are based upon a full assessment of the required standards of both the PMSC and Quality Standard, and the hazards that have to be managed to provide for the safety of SIC’s Ports, Harbours and their users.

Specifically, SIC recognises that as Harbour Authority, it has:

- Statutory and non-statutory duties as conferred by local Acts, Empowerment Orders and general legislation;
- Duties and obligations to conserve and facilitate the safe use of their harbours, and a duty of care against loss caused by the authority’s negligence; and
- Duties to ensure the safety of marine operations are matched with general and specific powers to enable the authority to discharge these duties.

The SVHA Quality Management System and Marine Safety Policy above are included in the SIC Safety Management System and is published on the Shetland Islands Council website. The Marine SMS, Sullom Voe SMS, Scalloway SMS and the Small Ports SMS are also published separately on the website.

In line with current policy, all the Quality and Marine policies are reviewed Annually and reported to the Quality Management Review meeting.

Every three years all the manuals are re-issued in line with recertification requirements.

The next scheduled review is due in late 2020 for publishing in 2021.
2. Marine Procedures

SIC recognises that the key to effective discharge of the functions described in the PMSC is the development and operation of a Marine Safety Management System (MSMS) for marine operations. SIC has provided a tiered approach to developing a MSMS which includes:

- SIC SVHA Quality Management System
- SIC Marine Safety Policy
- SIC Marine Safety Plan (this document)
- SIC Marine SMS
- Engineering SMS; and
- Three local port Marine SMS Documents:
  - Sullom Voe Marine SMS;
  - Scalloway Marine SMS; and
  - SIC Small Ports Marine SMS.

3. The Management of Marine Operations

This Marine Safety Plan commits SIC Ports and Harbours Operations to undertaking the management and regulation of Ports and Harbour operations, within the scope of its powers and authority, in a way that safeguards the port, users of the Ports and Harbours, including members of the public, and the environment.

SIC Ports and Harbours Operations 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 its ports and harbours.

In ensuring the continued provision of services, especially during times of disruption, SIC Ports and Harbours Operations will always keep the safety of its personnel, Port Users and vessels as a 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 SIC Ports and Harbours Operations.

4. Established Management Activities

A number of key functions underpin the operation and maintenance of the SIC Ports and Harbours Operations, MSMS in addition to the core services provided by SIC Ports and Harbours Operations, the following processes ensure the maintenance of an effective regime and support compliance with the requirements of the PMSC:

- Bi Annual Management Review meetings;
- Regular Technical Working Group meetings to review marine operations
- Dedicated risk assessments of new and existing marine operations and services as required;
- The proactive and reactive review of identified hazards to navigation and the associated risk control measures that mitigate those risks to an acceptable (As Low As Reasonably Practicable) level;
- The investigation of all reported marine incidents;
- Regular, wide-ranging liaison with Port Users and other interested parties through formal and informal public consultations;
- Regular internal and external audits and reviews of the MSMS, its functions and procedures;
- Comprehensive training and development for marine departments’ staff; and.
- The maintenance and exercising of SIC Ports and Harbours Operations marine emergency plans and procedures, including the oil spill management plans.
5. **Ongoing Management Targets for the Period of the Plan**

Standing Targets:

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<thead>
<tr>
<th>Service Provision / Activity Target</th>
<th>Target Details</th>
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<tbody>
<tr>
<td>1. Navigational Incidents</td>
<td>No major incidents, serious injuries or serious pollution as a result of a failure of the port’s Marine Safety Management System and/or of associated service provision.</td>
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<tr>
<td>2. Vessel Traffic Services (Sullom Voe) – Operational capability and delivery</td>
<td>1. Provide an effective Vessel Traffic Service (VTS) throughout the specified port area and approaches.</td>
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<td></td>
<td>2. Seek to ensure that the VTS system operates at 99.9% availability through maintenance, procurement and installation strategy for VTS equipment, which adds to the reliability of the VTS system.</td>
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<tr>
<td>3. Provision of a Pilotage service</td>
<td>Provide authorized pilots as required within the Directions.</td>
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<td></td>
<td>No major incidents resulting from Pilotage errors.</td>
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<tr>
<td>4. Hydrographic Survey, Wrecks and Navigational Obstructions</td>
<td>Ensure that the Port and approaches have an adequate hydrographic survey.</td>
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<td>Investigate all reported wreck and obstructions as soon as is reasonably practical. Issue navigation warnings on current information; arrange marking and/or removal if required at the earliest opportunity.</td>
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<td>5. Liaison and consultation with Users</td>
<td>Routine meetings with Ports &amp; Harbours users. Appropriate and open consultation undertaken with Ports &amp; Harbour Users and interested parties regarding proposed amendments to Byelaws, Directions and Codes of Practice.</td>
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### 6. Period Targets:

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<tbody>
<tr>
<td>1. Risk assessment</td>
<td>Maintenance of the electronic marine risk management system</td>
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<tr>
<td>2. Training</td>
<td>Review and assess training needs for all staff associated with the Ports and Harbours operations</td>
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| 3. Legislation                      | Review the need for Harbour Revision Orders, Byelaws and Directions associated with the Ports and Harbours.  
Ensure that National and International legislation are complied with in a timely manner. |
| 4. Vessel Traffic Services (Sullom Voe) – Operational capability and delivery | Maintain the VTS at Traffic Organisation System (TOS) and Information Service (INS) |