



# ELGIN AND LOSSIEMOUTH HARBOUR COMPANY

## PORT MARINE SAFETY CODE

### MARINE SAFETY PLAN

2023-2026

#### **Introduction:**

The Board of Elgin and Lossiemouth Harbour Company, as Duty Holder of Lossiemouth Harbour, publishes its triennial Marine Safety Plan to ensure that its duties and powers are discharged to the standard set out in and in compliance with the Port Marine Safety Code.

This plan covers the period January 2023 to January 2026.

The plan details how ELHC conducts marine management and operations within the Lossiemouth Harbour Limits in a safe and effective manner and has primary responsibility for ensuring safe access to the harbour and its facilities, managing and supporting the safety of vessels, the general public and all users of Lossiemouth Harbour. Further duty is to conserve and improve the harbour and its environment, managing the safety of navigation with safety of life and vessels as its highest priority.

The Duty Holder publish policies, plans, procedures, and guidance documentation in support of statutory powers. All such operational documents are based on a formal risk assessment process to ensure that all risks are either eliminated or reduced to as low as reasonably practicable (ALARP). The Duty Holder will ensure that adequate resources are provided to its employees to enable them to operate its policies, plans and systems effectively.

#### **Safety Management System:**

A comprehensive overview of the structure, management and maintenance of the harbour's Safety Management System and the compliance with the Port Marine Safety Code in support of this Plan can be found on the Company website and copies are held at the harbour office.

External audits of the ELHC compliance with the PMSC are undertaken at least every three years through an annual rolling programme – supplemented by regular internal audits.

Objectives to fulfil for the period of this Plan:

## PERMANENT PERFORMANCE TARGETS

	OBJECTIVE	2023	2024	2025
<b>PORT MARINE SAFETY CODE COMPLIANCE</b>	<ul style="list-style-type: none"> <li>• To conduct a SMS policy review at a minimum of 3 yearly intervals</li> <li>• To review legislation on an annual basis</li> <li>• To conduct at least annual independent and transparent inspection of the Marina SMS by Designated Person – in compliance with PMSC</li> <li>• To deliver three-yearly certification by the Duty Holder to the MCA of ELHC compliance with the PMSC</li> </ul>	Met		
<b>NAVIGATION INCIDENTS</b>	<ul style="list-style-type: none"> <li>• Through a risk-based Marine SMS, to manage all navigational risks within the Marina to a level that is ALARP</li> <li>• To monitor trends and any incidents within the Marina in order to learn lessons relevant to all users safety and apply those to improve the SMS in a manner that is formally recorded</li> <li>• Enforcement of legislation</li> </ul>	Met		
<b>AIDS TO NAVIGATION</b>	<ul style="list-style-type: none"> <li>• To maintain and, where necessary, improve aids to navigation in consultation with Northern Lighthouse Board</li> </ul>	Met		
<b>SURVEY OF DEPTHS AND DREDGING</b>	<ul style="list-style-type: none"> <li>• To perform regular depth readings within main channel, basins and their entrances</li> <li>• To dredge within the harbour undertaking on a regular basis to ensure safety and viability</li> </ul>	Met		

	<b>OBJECTIVE</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
<b>HEALTH AND SAFETY</b>	<ul style="list-style-type: none"> <li>• To comply with Health and Safety at Work 1974 and subsequent legislation</li> </ul>	Met		
<b>SAFETY, ENVIRONMENT AND DEVELOPMENT</b>	<ul style="list-style-type: none"> <li>• Maintenance of spill management risk assessment/plan and training regime to comply with legislator requirements</li> <li>• Maintenance of waste management plan, reviewed at a 3 yearly interval or as required by legislation</li> <li>• Enforcement of all legislation</li> </ul>	Met		
<b>TRAINING AND HARBOUR STAFF</b>	<ul style="list-style-type: none"> <li>• To ensure harbour staff are suitably experienced, qualified and CPD options available appropriate to each role</li> <li>• Annual staff reviews with verbal and written feedback</li> <li>• Regular team meetings to ensure compliance with PMSC, legislation and to allow open discussion on harbour operations</li> </ul>	Met		