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| Document Number | MDM-HS-PLA-001            |           |   |  |
| Document Name:  | 3 Year Marine Safety Plan |           |   |  |
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# Marine Safety Plan 2023 - 2026

| Date       | Revision | Details of changes |
|------------|----------|--------------------|
| 20/11/2023 | 0        | First Draft        |
|            |          |                    |




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## 1. Purpose

The purpose of this document is to detail Milford Docks 3 year Marine Safety plan

## 2. Scope

The scope of this document covers Milford Dock under the requirements of the Port Marine Safety Code (PMSC).

## 3. References

Port Marine Safety Code .

## 4. Definitions

N/A

## 5. Legislation

See Legal Register.

## 6. Responsibilities

The Board – The Milford Docks board are responsible as the Duty Holder for Milford Docks.

Senior Management Team (SMT) – are responsible for ensuring that the resources are in place to identify, evaluate and comply with all regulatory and other requirements.

Dock Master – is responsible for the creation and update of this plan and reporting to the SMT at the Quarterly PIMS review meeting via the Head of HSS.


Marina and Docks Manager – Is responsible for the operation of the docks and adherence to this plan.

## 7. Detail

### 7.1. Introduction

7.1.1. Milford Haven Port Authority (MHPA) own and manage Milford Fish Docks and Marina on behalf of the Milford Docks Company Board and as the Statutory Harbour Authority (SHA) has responsibilities and duties under health and safety, environmental and maritime legislation and guidance.



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7.1.2. The Port Marine Safety Code (PMSC) is published by the Department for Transport and sets out a national standard for port marine safety. The Code applies to all Harbour Authorities and other marine facilities, berth owners and terminals operators in the UK.

7.1.3. As part of its compliance with the requirements of the PMSC, Milford Docks Board is publishing the following 'Safety Plan for Marine Operations' for a period of three years, covering 2023 to 2026.

7.1.4. This Marine Safety Plan is one component of a comprehensive (strategic level) Marine Safety Management System (MSMS) under the Port Integrated Management System (PIMS) and serves to support the continuing improvement of marine safety performance. This Marine Safety Plan commits Milford Docks Company Board to undertaking the proper management and regulation of marine operations within the scope of its powers and authority, and in line with its stated marine policies.


## 7.2. Marine Policies

7.2.1. MHPA has several policies in support of the management and regulation of marine operations. These strategic policies are embedded in the MSMS (SEMS & PIMS) and are approved by the Port of Milford Haven and Milford Docks Board's and the Duty Holder's under the PMSC. These are:

- Management of Navigational Safety Policy
- Enforcement and Prosecution Policy
- Safety Planning Policy
- Risk Assessment Policy
- Pilotage Policy
- Hydrographic Policy
- Environment Policy
- Training Policy
- Consultation Policy

## 7.3. The Management of Marine Operations



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7.3.1. A comprehensive overview of MHPA’s structure, management, and documentation is maintained in the MSMS which supports the delivery of this Plan. External audits of the MSMS are undertaken on an annual basis, in the form of a rolling programme across MHPA’s waterway and Docks. MHPA is committed to ensuring a positive safety culture and to enhancing its risk based MSMS. All locations consistently and proactively review their risk assessments for all identified marine hazards and when required, identify control measures to mitigate those risks to an acceptable level of ALARP (As Low as Reasonably Practicable). MHPA has responsibilities to provide vessel traffic management and, as far as its powers allow, to facilitate the safe transit of vessels using its waterway and docks.

#### 7.4. Plan Period

7.4.1. This plan covers the period 01 January 2023 to 01 January 2026.

#### 7.5. Management Objectives for the Safety Plan for Marine Operations


7.5.1. Milford Docks Company Board has split its objectives into two sets, the first addresses ‘Standing Objectives’ the second set addresses ‘Period Objectives’.

#### 7.6. Standing Objectives

7.6.1. The objectives support the ongoing improvement plan for Milford Docks Company. This plan is owned jointly by the Milford Docks Operations Manager and the Dockmaster, on behalf of the Duty Holder, and aims to address high level improvement targets which will benefit all port and harbour locations and fulfils the requirement of the PMSC for the Duty Holder to maintain a ‘Marine Safety Plan’.

| Number | Provision/ Activity | Objective  | Measure   |
|--------|---------------------|--|---|
| 1      | Duty Holder         | Duty Holders to have received training on their role and responsibility under the Code in the last three years<br><br>Duty Holders to have undertaken an operational tour of the docks in the last three years | 100% of Duty Holders Trained<br><br>100% of Duty Holders undertaken an awareness tour |
| 2      | Designated Person   | External Audit completed at the Port<br><br>Report to the Duty Holder at least once per year   | Annual  |
| 3      | Legislation         | Review legal duties and powers at  | Three years   |



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|    |  | least once every three years  |   |
| 4  | <b>Duties and Powers</b>               | MAIB Reportable Incidents: make all reports to the MAIB within 24 hrs, with investigation followed up.<br><br>Incident investigation: close out all incidents on AF system in accordance with defined procedures and closed out within an agreed timeframe.<br><br>Hydrographic Survey set out in a survey plan and publish within target timescale | 24 hrs initial report, investigation sent at incident close<br><br>Close out Incidents on according to nature and severity of Incident.<br><br>Surveys conducted to planned dates |
| 5  | <b>Risk Assessment</b>                 | All Marine Risk Assessments to be in date   | 100% in-date, reviewed regular basis  |
| 6  | <b>Marine Safety Management System</b> | The Marine Management Team will undertake a formal review of all marine policies on a three-yearly basis<br><br>The Marine Safety Management System will be reviewed annually (or following any significant industry changes)   | <b>Three years</b><br><br><b>Annual</b>   |
| 7  | <b>Review and Audit</b>                | Review SMS on an annual basis. Complete internal audits to the three-yearly schedule  | Complete scheduled Review of SMS in accordance with timeframe   |
| 8  | <b>Competence</b>                      | Ensure staff with marine safety responsibilities are trained to undertake their duties  | 100% of mandatory training completed  |
| 9  | <b>Plan</b>                            | Publish a three yearly 'Marine Safety Plan' (this plan)<br><br>Publish an assessment of the organisation's performance against the last period plan   | Published and in-date<br><br>Published review   |
| 10 | <b>Aids to Navigation</b>              | Aids to Navigation: Three-year performance meets or exceed IALA performance threshold   | Cat 1 = 99.9%<br>Cat 2 = 99.0%<br>Cat 3 = 97.0%   |

## 8. Appendices

