



Dart Harbour

MARINE SAFETY PLAN

2021-22

Version 1



Issue Date:

Dart Harbour Marine Safety Plan 2021-22

Introduction

1. As required by the Port Marine Safety Code (PMSC), Dart Harbour and Navigation Authority publishes its Marine Safety Plan for the conduct of marine operations within Harbour Limits. The Plan is developed from a number of other Authority documents including the Strategic Plan, policy documents, the Long Term Capital plan and with analysis of trends from the Incident Log. The Safety Plan is reviewed annually in preparation for the Annual Meeting and budgeting for the following year and is published on the website in December.

2. The Safety Plan endorses the Boards commitment to properly manage and regulate marine operations (Marine Safety Management System Overview including Policy Statement) within the scope of its powers and authority according to the 1975 Harbour Act and subsequent Harbour Revisions Orders (Governance and Strategy) and the PMSC. The Authority has the primary responsibility of maintaining safe access to the Port and its facilities, managing and supporting the safety of vessels, the general public and all river users, together with a duty to conserve and improve the harbour and its environment. In managing the safety of navigation and the provision of services, Dart Harbour always has the safety of life and vessels as its highest priority.

Safety Policy and the Safety Plan

3. The Marine Safety Management System Overview (<https://www.dartharbour.org/wp-content/uploads/2019/11/20190121-SMS-Policy-Statement-and-Safety-Plan-Edition-4-final.pdf>) sets out DHNA Safety Policy and the Authorities commitment to meeting or exceeding the legal requirements, complying with the requirements of the PMSC and ensuring that adequate resources are available to discharge its navigational safety obligations. This overview document is revised annually in spring and as required mid year to ensure that it reflects current policy and practice.

4. The Strategic Plan 2016-2025 (Strategic Plan) was written building on previous strategy work including the Forward Vision and took account of stakeholder input collected by Plymouth University. The Strategic Plan adopted the Forward Vision to “manage, protect and enhance the River Dart as a safe and thriving community asset”. The Strategic Plan identified five themes (Management, Partnership, Environment, Branding and Infrastructure) which all support the desire for good management and high standards of safety in line with commitment to compliance with the requirements of the PMSC.

5. Desired actions and outcomes contained within this Safety Plan will help to achieve the vision and link to one or more of the themes identified in the Strategic Plan. The individual actions are gathered from a number of sources as follows:

- a. **Long Term Capital Plan** – The long term plan developed in 2017 lists of Dart Harbour infrastructure and assets along with their date of manufacture, life expectancy and estimated annualized cost. The plan should ensure that provision is made to replace infrastructure and equipment at end of life. The near term section of the capital plan (3-5 years) is reviewed annually during the autumn budgeting process and judgment is made on the affordability and

scheduling of the replacement of assets during the following year. Intended replacements, improvements and purchases are then included in the plan.

b. Analysis of the Incident Log and Risk Assessments - The analysis of Incidents and the review of risk assessments creates lessons identified requiring staff action. Many of these can be simple procedural issues that can be dealt with in a short period of time inside the longer-term planning horizon of this plan. Actions that require significant funding or scheduling of other Dart Harbour resource will often require board level approval. Critical issues can be dealt with in year through budget review and update but more normally are added to the plan during the autumn plan/budget review.

c. Other lessons Identified and Best Practice – The review of customer suggestions (complaints and praise log, emails or verbal feedback to staff) along with benchmarking activities including discussions with other marine organisations often results in the identification of potential safety improvements. Improvements that cannot be made within year resource may need a review of budget allocations but more normally are added to the plan during the autumn plan/budget review.

Safety Targets and Performance Indicators

6. Following a review in 2020, the Board have agreed on the below Safety Targets and Performance Indicators to establish compliance with the Marine Safety Plan;

- Maintain the number of serious marine incidents at low level,
- Maintain a low level of accident and injuries to Dart Harbour staff,
- Increase the number of near miss reports by 10% (of the 2020 reported incidents),
- Complete timely investigations of serious incidents reported,
- Continue to issue timely safety advice to stakeholders and river users by the most appropriate media,
- Continue to review safety related documentation when due for review,
- Conduct wash up meetings to identify lessons and establish best practice,
- Continue to refine the Safety Systems to make them useable by all staff,
- Continue Maintenance routines including rolling inspections of piles and main stream buoy chains,
- Identify financial measures that will improve safety to river users,

Performance Review and Updates

7. Actions Identified Below will be progressed as staff capacity and resource allows. Individual activities will be reported by the executive to the board in Weekly Updates and in Operational Reports submitted to the board at meetings. Board meetings are open to the public ([board meetings](#)) and the minutes of these meetings are posted online. The safety related items below are briefed at the annual meeting ([Annual Meetings](#)) which will also provide updates on other business related actions and intentions. The report will be updated annually in preparation for the Annual Meeting and published online after the meeting.

No	Date Identified	Description	Completed/End of year update
14	2018	Begin Refit of new Pilot Vessel Mallard with Target completion in 2022.	2020 – ongoing. Due for completion Q1 2021 ahead of target.
15	2018	Purchase additional Water Taxi ensuring capacity for busy periods in peak season.	2020 – Ordered. Delivery due Q4 2020. Delayed due to Covid 19 pandemic.
18	2018	Introduce CCTV to Dart Harbour Facilities	2020 – Improved CCTV completed at Hoodown facility. New CCTV review underway for the Dartmouth facilities.
22	2018	Replace DB pontoons with new more stable pontoons	Completed. Dec 19
24	2019	Improve Pontoons and Access in the Embankment area, N of the Boat Float Access.	Target 2020 – review underway but project delayed due to Covid 19. Target completion Q4 2021
25	2019	Conduct Staff Customer Service Training	2020 – Target missed due to Covid 19. Completion 2021.
26	2019	Increase foreign language translation on website	Target 2021
27	2019	Upgrade Unknown Grave sector lights to include red and green sector	2020 – manufacture delayed 2020. Completion Q1 2021.
28	2019	Refit No 1 Mainstream Buoy with light	Completed 2020.
29	2019	Purchase and fit rubber strips for gaps in Town Jetty Pontoon (walking stick and pushchair hazard)	Completed 2020
30	2019	Improve disabled access on Darthaven visitor pontoons	Target 2020, delayed due to Covid 19. Target now 2021.
31	2019	Improve safety access to Dartmouth for low freeboard vessels, tenders and dinghies (ramp and disabled hoist)	Target 2022 – project commenced and consultation plan underway.
33	2019	Create Pilotage Video for website	Completed 2020
34	2019	Create and post Trot Mooring instructional video	Completed 2020
32	2019	Purchase Personal Pilot Mapping units	Completed 2020
34	2019	Position new buoys at cross back and Fleet Mill to indicate deeper water	Completed 2020
35	2021	Increase the number of adhoc pool marine pilots by 1 to ensure 24/7 coverage.	Target Q2 2021 – training commenced with a pilot from another local CHA.
36	2021	Introduce safety signage across the DHNA area targeted towards Paddle Boarding, Kayaking and Wild Swimming.	Target 2021
37	2021	Roll out increased educational material to improve safe operations of small leisure users within the Harbour Area.	Target 2021
38	2021	Replace Northern section of KP pontoon	Target 2021

39	2021	Replace one of the ageing Patrol Rib fleet with a newer Coded Rib.	Target 2021
40	2021	Work alongside local partners to ensure upgrades and safety improvements are completed to both the Dartmouth and Kingswear Scrubbing Grids.	Target 2021/22
41	2021	The Designated Person (DP) to undertake a Spring and Autumn Audit on DHNA PMSC compliance and report back to the Duty Holder (DHNA Board)	Q1 & Q3 2021
42	2021	Introduce an easy to use online reporting system for both employees and the public to report incidents, near misses and enforcement issues	Q1 2021
43	2021	Introduce Body Worn Cameras to River Officer for use when patrolling.	Q1 2021 – trail camera purchased and will be used during Winter season for testing.