



# Dart Harbour

## MARINE SAFETY PLAN

2022-23

Version 1



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# Dart Harbour Marine Safety Plan 2022-23

## 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 is part of the Board's 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 Dart Harbour's Safety Policy and the Authority's 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. During 2022 the Dart Harbour Board will be carrying out a consultation with a view of producing a new updated strategic plan that will guide the Authority into the future. Once this plan has been developed and finalised, it will be made public to all stakeholders.

6. 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 renewed in 2019 lists Dart Harbour’s infrastructure and assets along with their date of manufacture, life expectancy and estimated annualised 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

7. 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 measures that will improve safety to river users,

## Performance Review and Updates

8. 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. The minutes of Board meetings are posted online ([Board Meetings - Dart Harbour](#)). The safety related items below are briefed at the annual meeting ([Annual Meetings - Dart Harbour](#)) 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.	Completed 2021
15	2018	Purchase additional Water Taxi ensuring capacity for busy periods in peak season.	Completed 2021
18	2018	Introduce CCTV to Dart Harbour Facilities	Completed 2021
24	2019	Improve Pontoons and Access in the Embankment area, N of the Boat Float Access.	Delayed. Item to be reviewed post Strategic review.
25	2019	Conduct Staff Customer Service Training	Delayed due to Covid. To be completed in 2022/23.
26	2019	Increase foreign language translation on website	Delayed due to Covid. To be completed in 2022.
27	2019	Upgrade Unknown Grave sector lights to include red and green sector	Completed 2021
30	2019	Improve disabled access on Dartmouth visitor pontoons	Completed 2021
31	2019	Improve safety access to Dartmouth for low freeboard vessels, tenders and dinghies (ramp and disabled hoist)	As per item 24
35	2021	Increase the number of adhoc pool marine pilots by 1 to ensure 24/7 coverage.	Underway. 2 additional pilots currently under training in addition to 1 currently authorised.
36	2021	Introduce safety signage across the DHNA area targeted towards Paddle Boarding, Kayaking and Wild Swimming.	Completed 2021
37	2021	Roll out increased educational material to improve safe operations of small leisure users within the Harbour Area.	Target 2022/23
38	2021	Replace Northern section of KP pontoon	Completed 2021
39	2021	Replace one of the ageing Patrol Rib fleet with a newer Coded Rib.	Underway. 3 x 6m Ribs on order inc 1 x Coded vessel. Delivery Q1/Q2 2022.
40	2021	Work alongside local partners to ensure upgrades and safety improvements are completed to both the Dartmouth and Kingswear Scrubbing Grids.	Underway. Repairs to grid to commence Q2 2022.
41	2021	The Designated Person (DP) to undertake a Spring and Autumn Audit on Dart Harbour PMSC	Completed. Audits conducted Q3 21 and Q1 22

		compliance and report back to the Duty Holder (Dart Harbour Board)	
42	2021	Introduce an easy to use online reporting system for both employees and the public to report incidents, near misses and enforcement issues	Completed and operational.
43	2021	Introduce Body Worn Cameras to River Officer for use when patrolling.	Purchased. Trial to continue into 2022.
44	2022	Work alongside local partners to improve safety signage and advice for small river users such as SUPS, Kayaks etc. This to include safe areas to operate in.	Target Q3 2022.
45	2022	Roll out 20 year strategic vision following consultation period.	Target Q3 2022.
46	2022	Commence update of 2016-2020 moorings policy with an intention of consultation and rollout of updated version by year end.	Target Q4 2022.
47	2022	Commence update of pilotage policy, with an intention of roll out by year end	Target Q4 2022.
48	2022	Investigate possibility of additional locations for RNLi lifejacket lockers, following a review of the use of the trial lockers at the Yacht Club Pontoon	Target Q4 2022.