

CONWY COUNTY BOROUGH COUNCIL SAFETY PLAN FOR MARINE OPERATIONS

1.0 Introduction

Conwy County Borough Council (CCBC) is the Statutory Harbour Authority (SHA) for the Conwy Harbour area as defined by the Conwy Harbour Revision Order 1982.

The Port and Marine Facilities Safety Code (PMSC), updated and republished in April 2025 by Department of Transport (or as revised), has established an agreed national standard for port marine safety and a measure by which harbour authorities can be held accountable for their legal powers and duties to run their harbours in a safe manner.

As part of its compliance with the requirements of the PMSC, CCBC is publishing the following Safety Plan for Marine Operations for a period of 3 years (2025 - 2028).

A more comprehensive overview of the structure, management and maintenance of the Safety Management System (SMS) and CCBC's compliance with the PMSC in support of this Plan, is contained in the CCBC's SMS Manual for Conwy Harbour.

2.0 Marine Policies and Procedures

CCBC will comply with all legal requirements and aims to develop and implement an active safety culture at the heart of its SMS in order to meet the national requirements of the PMSC and to heed the guidance in the supporting "A Guide to Good Practice on Port Marine Operations".

CCBC has published the following marine policies, which are approved by the CCBC's Duty Holder under PMSC:

- ❖ Safety Policy for Marine Operations, available on the Conwy Council website under the "Boating and Watercraft" section / Port Marine Safety Code;
- ❖ Environmental Policy Statement, available on the Conwy Council website under "Boating and Watercraft" section / Port Marine Safety Code;

All the marine policies will be reviewed every 3 years (next due date 2028).

Drawing on the above policies, the operational procedures, processes and guidance in support of CCBC's navigational services and marine operations are developed and maintained on a continuous improvement cycle of safety performance underpinned by a rigorous risk analysis process.

All procedures related to marine operations are contained in the CCBC SMS Manual and reviewed on a regular basis.

3.0 The Management of Marine Operations

This Marine Safety Plan commits CCBC to undertaking the management and regulation of marine operations within the scope of its powers and authority in a way that safeguards the Harbour, its users, the public and the environment.

CCBC is committed to work proactively towards a positive safety culture and to enhance its risk-based Safety Management System on a framework for continuous improvement of safety performance.

CCBC will undertake its role and responsibilities to provide efficient services and effective regulation of vessel in support of all activities in the harbour.

In ensuring the continued provision of services, CCBC will always keep the safety of its personnel, river/harbour users and vessels as a paramount priority. At times this may impact on continuity of services and consequently on vessel movements or activities being subjected to delay. However, commercial considerations will be secondary to the safety of navigation.

4.0 Marine Safety Plan Objectives

CCBC marine safety goals, policies and procedures are sustained by the following specific objectives:

- CCBC will keep under review its powers and duties in order to ensure it can best regulate and conserve safe navigation within its area of jurisdiction (as SHA);
- CCBC safety management system will be maintained on the basis of a comprehensive risk analysis process and a framework for continuous improvement of safety performance;
- 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 level (ALARP);
- All aids to navigation will be maintained to meet the International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA) standards and reported quarterly to the General Lighthouse Authority through the Local Aids to Navigation Reporting System database (LARS) system.
- CCBC shall continue to liaise with, and seek the input from all stakeholders with the mutual aim of providing and maintaining marine safety at Conwy Harbour and its approaches;
- Three yearly audits by the Designated Person (DP) and annual reviews by the Harbour Master (HM) of the SMS, its functions and procedures will be maintained;
- CCBC will action or implement in a timely manner any deficiencies or safety enhancements identified through the audit process;
- The monitoring, inspection and review requirements documented in the CCBC Safety Management System, will be implemented as appropriate by the Harbour Master;

- Comprehensive training and continuous professional development for marine personnel will be maintained (for those with responsibilities for the safe navigation in particular);
- The maintenance and exercising of the CCBC marine emergency plans and procedures, including Oil spill contingency;
- CCBC will formally review its plans, policies and publish a Safety Plan for Marine Operations and a regular assessment showing the performance against the plan at intervals not exceeding 3 years.

5.0 Management Targets for the Safety Plan for Marine Operations

No	Service Provision / Activity Target	Target
1	Navigational Incidents	No major incidents, serious injuries or serious pollution as a result of a failure of the CCBC's Safety Management System and/or of associated CCBC's safety service provision. The average number of incidents of the plan's period (2025-2028) to be less than the average number of incidents over the previous 3 years (2021-2024).
2	Conservancy	Aids to Navigation Meet the LARS targets of Trinity House (GLA).
3	Training of marine personnel	Continuous professional development. Ensure sufficient training period for the new personnel before being assigned to a job.
4	Liaison and consultation with Harbour stakeholders	Ensure good communication on marine safety matters for new and existing activities on a regular basis.
5	Audit of SMS	Ensure that the audit is carried out on a three yearly basis by the Designated Person and any deficiencies are corrected in timely manner.
6	Management Review	Ensure that the review is carried out on annual basis by the Harbour Master and corrective actions/improvements implemented in timely manner.