



# Bridport Harbour



## **MARINE SAFETY MANAGEMENT SYSTEM & OPERATIONAL INFORMATION**

## Updates & Amendments

Version No.	Update	Reviewed by	Date
N/A	Original Report	CF Spencer & Co Ltd	February 2002
N/A	Update	West Dorset District Council	2005
N/A	Update	West Dorset District Council	2006
N/A	Update, Audit and Assessment	Maritime Resolve Ltd.	September 2012
N/A	Update	R Noakes - West Dorset District Council James Radcliffe (Harbour Master)	2015
N/A	Update	R Noakes - West Dorset District Council James Radcliffe (Harbour Master)	2017
N/A	Update	R Noakes - West Dorset District Council James Radcliffe (Harbour Master)	2018
N/A	Review and update	R Noakes – Dorset Council James Radcliffe (Harbour Master)	August 2019
N/A	Audit and Assessment	William Heaps – Marico Marine	June 2022
N/A	Update	J Radcliffe and K Buchan – Dorset Council	November 2022
N/A	Audit and Assessment	James Radcliffe (Harbour Master) and J Hannon (Dorset Council)	October 2023
N/A	Update	James Radcliffe (Harbour Master)	June 2024
N/A	Update	James Radcliffe (Harbour Master) Ed Carter (Harbour Manager)	May 2025
<b>Version Numbering begins in 2026.</b> V1.0	Restructured and updated following release of updated PMSC April 2025 PMSC Audit and Assessment March 26	James Radcliffe (Harbour Master) Ed Carter (Harbours Manager) James Hannon (Designated Person) Ben Harvey (Assistant Harbour Master)	March 2026

# Marine Safety Management System

<b>Introduction</b> .....	<b>8</b>
<b>1.0 Duty Holder</b> .....	<b>9</b>
1.1 Responsibilities.....	9
1.2 Reporting Compliance.....	9
<b>2.0 Designated Person</b> .....	<b>11</b>
<b>3.0 Legislation</b> .....	<b>12</b>
3.1 National Legislation .....	12
3.2 Local Acts and Orders .....	13
3.3 Review.....	13
3.4 Revising Statutory Powers .....	13
<b>4.0 Duties and Powers</b> .....	<b>15</b>
4.1 Safe and efficient marine operations.....	15
4.2 Open Port Duty.....	15
4.3 Appointment of a Harbour Master .....	15
4.4 Byelaws .....	15
4.5 Special Directions.....	16
4.6 General Directions.....	16
4.7 Harbour Directions.....	16
4.8 Dangerous Vessel Directions .....	16
4.9 Pilotage.....	16
4.10 Towage .....	17
4.11 Regulation of marine craft.....	17
4.12 Environmental Duty .....	17
4.13 Emergency preparedness and response .....	17
4.14 Civil contingencies duties .....	17
4.15 Collecting Dues .....	17
<b>5.0 Risk Assessment</b> .....	<b>18</b>
5.1 Formal Safety Assessments.....	18
5.2 Reviewing Risk Assessments.....	22
5.3 Dynamic Risk Assessments .....	23
<b>6.0 Marine Safety Management System</b> .....	<b>23</b>
6.1 Implementation.....	24
6.2 Accountability for marine safety.....	24
6.3 Stakeholder engagement and consultation.....	24
6.4 Incident reporting and investigation.....	25
6.5 Enforcement .....	25

<b>7.0 Review and Audit</b>	<b>26</b>
<b>8.0 Competence</b>	<b>29</b>
<b>9.0 Plan</b>	<b>32</b>
9.1 Publication	32
9.2 Format	32
<b>9.3 Review</b>	<b>32</b>
9.4 Timing	33
<b>10.0 Conservancy Duty</b>	<b>34</b>
10.1 Harbour Authorities	34
10.2 Aids to Navigation	34
10.3 Wrecks and Abandoned Vessels	35
10.4 Role of SOSREP	35

## Operational Information

<b>Introduction</b>	<b>36</b>
<b>1.0 The Port of Bridport (West Bay)</b>	<b>36</b>
1.1 General Description	36
1.2 Tidal range	37
1.3 Anchorages	37
1.4 Ship parameters	38
1.5 Meteorology	38
1.6 Designated Nature Conservancy Sites	38
<b>2.0 Port Activities</b>	<b>39</b>
2.1 Activities of, and affecting, the general public	39
2.2 The Beach Area	39
2.3 Marine type operations on the shore	39
2.4 Freight activities	39
2.5 Hazardous goods	39
2.6 Fishing boats	39
2.7 Charter Boats	40
2.8 RNLI Lifeboats	40
2.9 Leisure activities	40
2.10 Events	40
2.11 Activities on the water	40
2.12 Overview of port movement control	41
2.13 Pilotage	41
2.14 Communications	41
2.15 Passenger ships	41

2.16 Leisure uses .....	42
2.17 Visiting leisure vessels .....	42
2.18 Jet skis, personal watercraft and towed aquaplaning water sports craft.....	42
2.19 Moorings .....	42
2.20 Works licensing .....	42
2.21 Diving.....	42
2.22 Towing.....	43
2.23 Local Notices to Mariners .....	43
<b>3.0 Conservancy .....</b>	<b>44</b>
3.1 General description .....	44
3.2 Standards for Aids to Navigation .....	44
3.3 Inspection of Aids to Navigation .....	44
3.4 Dredging, hydrographic survey and Admiralty charts.....	44
3.5 Wrecks.....	44
<b>4.0 Freestanding and Second Tier plans.....</b>	<b>45</b>
4.1 Oil Spill Contingency Plan .....	45
4.2 The Port Waste Management Plan .....	45
4.3 Dorset Council – Emergency Response Plan .....	45
4.4 Conservancy Inspection Regime.....	45
4.5 MSN 1832 (M) Amendment 1 .....	45
<b>5.0 Emergency Response Plan .....</b>	<b>46</b>
5.1 Assigned areas of responsibility .....	46
5.2 Coordination of incidents inside the harbour (from the pier ends inwards).....	47
<b>6.0 The Plan.....</b>	<b>48</b>
6.1 General.....	48
6.2 Pollution: Bridport Harbour Oil Spill Contingency Plan .....	48
6.3 Movements within the harbour during an emergency .....	48
6.4 Accessibility .....	48
6.5 Tug and salvage equipment availability .....	48
6.6 HM Coastguard .....	49
6.7 Vessel Master .....	49
6.8 Fire .....	49
6.9 Persons in the water.....	50
6.10 Initial Communications .....	50
6.11 Press and Media.....	50
<b>7.0 Incident Management Flowcharts.....</b>	<b>51</b>
7.1 High Level Process.....	51
7.2 Man Overboard.....	52

7.3 Fire on board vessel .....	53
7.4 Medical Emergency .....	54
7.5 Hazardous material incident .....	55
7.6 Sinking vessel.....	56
7.7 Vessel collision .....	57

# Index of Figures

Figure 1: Chart of Bridport Harbour .....	8
Figure 2: Principles of Risk Assessment .....	19
Figure 3: Risk Rating Matrix .....	20
Figure 4: Likelihood definitions .....	20
Figure 5: Severity definitions .....	20
Figure 6: Severity guidance .....	20
Figure 7: Dorset Council Likelihood Matrix.....	21
Figure 8: Dorset Council Impact Matrix.....	21
Figure 9: Generic Risk Assessments .....	22
Figure 10: Plan-Do-Check-Act.....	23
Figure 11: Organisation Structure .....	29
Figure 12: General view of the Outer Harbour .....	36
Figure 13: Harbour Limits .....	37

# Marine Safety Management System

## Introduction

Bridport (West Bay) Harbour's Marine Safety Management System (MSMS) provides the overarching framework through which Dorset Council, as the Statutory and Competent Harbour Authority, ensures the safe, efficient and environmentally responsible management of marine operations within the harbour and its approaches. The MSMS sets out how the Harbour Authority meets the requirements of the Port and Marine Facilities Safety Code (PMSC) and associated Guide to Good Practice, translating national standards and statutory duties into local policy, governance, procedures and operational controls. It brings together the harbour's legal powers, risk-based processes, conservancy responsibilities, stakeholder engagement arrangements and assurance mechanisms so that marine activity is managed in a consistent, transparent and proportionate manner.

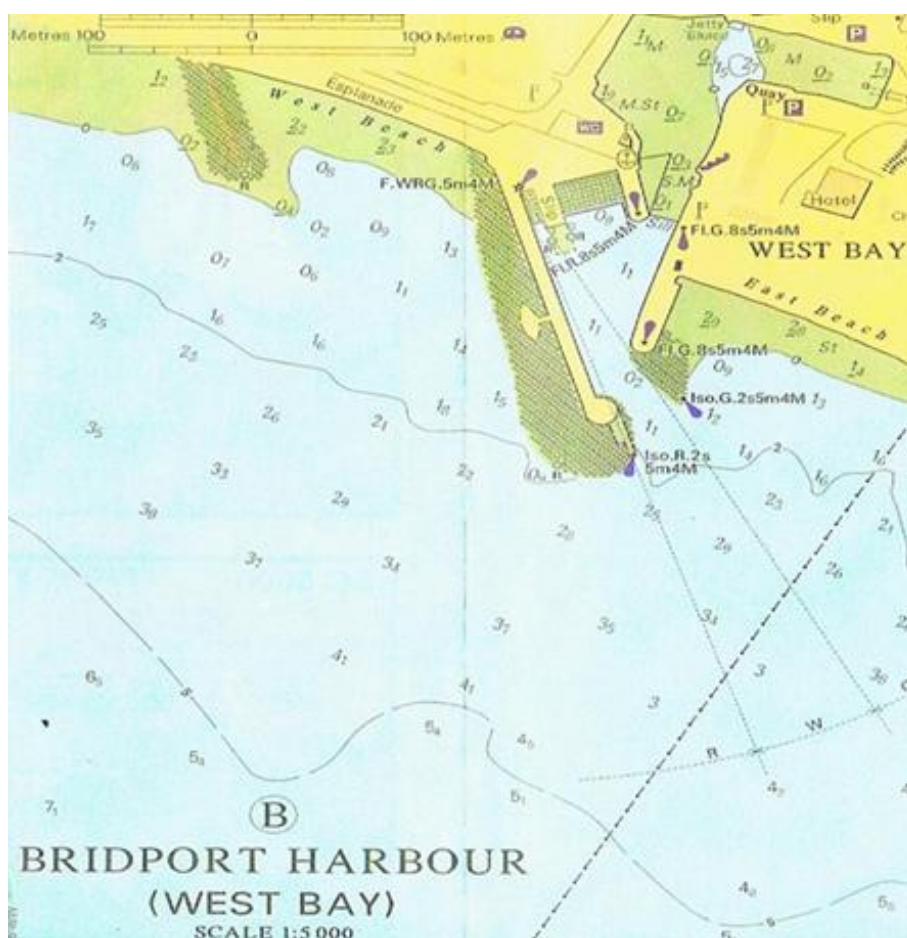


Figure 1: Chart of Bridport Harbour

The purpose of this document is to describe clearly how marine safety is governed, implemented, monitored and continuously improved at Bridport (West Bay). It defines the responsibilities of the Duty Holder, Designated Person and Harbour Master; sets out the risk assessment and incident management processes; and explains the systems, policies and freestanding plans that support safe navigation, environmental protection and emergency preparedness. The MSMS provides a single, coherent reference for staff, stakeholders and regulators, ensuring that all aspects of marine safety, from statutory obligations and conservancy to enforcement, pilotage and competence, are aligned under one structured framework. It is reviewed and updated regularly to reflect evolving operations, legislation, and best practice.

## 1.0 Duty Holder

Dorset Council is the Statutory Harbour Authority (SHA) and Competent Harbour Authority (CHA) for Weymouth Harbour. The Council discharges its harbour functions through its governance arrangements, including the Harbours Advisory Committee.

The Duty Holder is the entity (board, committee, or individual office-holder) that is accountable for compliance with Ports and Marine Facilities Safety Code (PMSC, the Code). Every organisation must identify who its Duty Holder is, and make this information publicly available, including how to contact them. The Duty Holder's accountability cannot be delegated.

The Duty Holder for Bridport (West Bay) is the Cabinet Member for Place Commissioned Services, Councillor Jon Andrews, who is individually and collectively accountable (along with Dorset Council) for ensuring compliance with the PMSC and for the safe and effective management of marine operations within Bridport (West Bay). The Harbours Advisory Committee advises the Duty Holder on operational issues relating to Dorset Council's harbour functions.

Bridport (West Bay) publishes the identity and contact route for the Duty Holder on the harbour webpages and in its annual reporting against the MSMS. The Duty Holder maintains appropriate understanding of harbour operations and the MSMS through briefings and periodic operational visits.

### 1.1 Responsibilities

The Duty Holder is responsible for ensuring that Bridport (West Bay) complies with the relevant parts of the Code. To be effective, the Duty Holder will:

- Maintain awareness of Dorset Council's statutory powers, duties and responsibilities for marine safety (including any local Acts/Orders and national legislation) and keep these under review.
- Ensure a proportionate, risk-based Marine Safety Management System (MSMS) is in place, founded on formal risk assessment and supported by clear policies, procedures and plans approved by the Duty Holder.
- Appoint a suitably qualified Designated Person (DP) with direct access to the Duty Holder to monitor, audit and report on the effectiveness of the MSMS and to provide independent advice on marine safety.
- Appoint and retain competent people (appropriately trained, qualified and experienced) to manage marine safety and execute marine services, and support continuing professional development.
- Make available the resources necessary to discharge marine safety obligations, including training, equipment and systems.
- Approve and publish a Marine Safety Plan showing how Code standards will be met, and report annually on performance against the plan and the MSMS (including incident/near-miss data and KPIs).
- Oversee regular review/audit of the MSMS and associated documents, consider lessons from MAIB reports, MCA Health Checks and sector good practice, and drive continuous improvement.
- Submit the required 3-yearly compliance statement to the MCA.

### 1.2 Reporting Compliance

The Duty Holder will report Bridport (West Bay) compliance with the Code to the Maritime and Coastguard Agency every three years, responding to the MCA's published process and timetable.

The compliance statement will:

- describe Bridport (West Bay) compliance with all relevant parts of the Code;

- identify any parts of the Code deemed not applicable, with reasons;
- set out any shortfalls where full compliance is not yet achieved, including an action plan with timescales to achieve compliance; and
- specify any other facilities covered by the statement where Dorset Council is responsible for Code compliance.

The MCA maintains and publishes a list of organisations that have indicated compliance with the Code; Dorset Council (for Bridport (West Bay)) will ensure its submission enables listing.

Outside the 3-yearly submission, Dorset Council will continue to publish the Marine Safety Plan and annual performance reporting; the Designated Person will provide annual assurance to the Duty Holder on MSMS effectiveness and compliance, informing both local reporting and the next triennial self-statement.

## 2.0 Designated Person

All organisations subject to the PMSC must appoint a Designated Person (DP) to provide independent assurance to the Duty Holder that the Marine Safety Management System (MSMS) is operating effectively. The DP must have direct access to the Duty Holder and must be able to act independently from operational management.

For Bridport (West Bay) harbour, Dorset Council has appointed James Hannon (ABPmer) as the Designated Person for all three Dorset Council harbours (Weymouth, Bridport (West Bay), and Lyme Regis). The DP delivers independent audits, attends Harbours Advisory Committee meetings, and liaises directly with the Duty Holder to report on compliance with the Code and the performance of the MSMS.

The Designated Person provides a formal, independent assurance function to demonstrate to the Duty Holder that:

- the MSMS is suitable, sufficient and correctly implemented;
- marine operations are being carried out in compliance with the Code;
- risks are being effectively managed through formal and dynamic risk assessments;
- continuous improvement processes, reviews and audits are being carried out appropriately; and any failures or deficiencies within the MSMS are identified and escalated promptly.

To perform this role effectively, the DP must have a thorough understanding of the Code, the Guide to Good Practice (GTGP), and relevant marine legislation.

The Designated Person must:

- operate independently of the operational harbour management structure;
- have unrestricted access to staff, documentation and facilities as required to assess compliance;
- report directly to the Duty Holder (Councillor Jon Andrews) without filtering or alteration of findings; and present clear, objective assessments of MSMS performance, including areas for improvement.

Bridport harbour meets this requirement by using an external DP (ABPmer), ensuring impartiality and sector expertise.

In accordance with the Code, the Designated Person for Bridport undertakes the following functions:

- Annual audit of the MSMS and harbour operations relevant to marine safety.
- Attendance at Harbours Advisory Committee meetings, providing direct updates and advice to the Duty Holder.
- Review of incident investigations and assurance that corrective actions are appropriate and completed.
- Assessment of compliance against the Port & Marine Facilities Safety Code and GTGP.
- Provision of advice on best practice, necessary improvements, and changes in national guidance or legislation.
- Give support to the 3-yearly PMSC compliance submission made by the Duty Holder to the MCA.

The DP will report:

- at least annually to the Duty Holder and Harbours Advisory Committee;
- formally through a written audit report;
- informally through regular liaison with the Harbour Master and senior officers;
- as required, if significant issues or non-compliance are identified that may require urgent action.

### 3.0 Legislation

Bridport (West Bay) harbour operates within a wide statutory framework that governs marine safety, environmental protection, navigation, and the duties and powers of harbour authorities. In accordance with the PMSC the Duty Holder must ensure Dorset Council (as SHA and CHA) remains fully aware of its legal responsibilities, powers and limitations, and keeps these under review to ensure safe and effective management of the harbour.

Bridport Harbour's legal basis includes both national legislation that applies to all UK ports and local legislation specific to Bridport, including Harbour Revision Orders. As the Statutory Harbour Authority, Dorset Council must ensure that all applicable legislation is reflected in the Marine Safety Management System and that the Harbour Master and staff act within the scope of these powers.

The PMSC emphasises that although it provides guidance on statutory responsibilities, it does not replace or supersede legislation. Harbour authorities must seek their own legal advice where required and take steps to obtain any additional powers necessary for effective and safe harbour management.

#### 3.1 National Legislation

Bridport's statutory functions are shaped by a number of national Acts that define duties, powers, and responsibilities relating to marine safety. The most relevant include:

- *Harbours Act 1964*: provides the principal framework for harbour powers, including powers of general direction (via Harbour Revision Orders) and duties relating to harbour conservancy.
- *Harbours, Docks and Piers Clauses Act 1847*: a foundational Act still incorporated into many harbour authorities' local legislation. It provides key operational powers for Harbour Masters, including:
  - powers of Special Direction (s.52);
  - powers relating to removal of obstructions/wrecks (ss.56–57);
  - powers to regulate activities within the harbour;
  - model byelaw-making provisions (s.83).

These provisions remain embedded via Bridport's local legislation and underpin many day-to-day safety and navigation controls.

- *Open Port Duty (s.33, Harbours, Docks and Piers Clauses Act 1847)*: requires the harbour to remain open to all persons for the shipping/unshipping of goods and the embarking/landing of passengers, subject to payment of lawful dues and compliance with harbour regulations. Open Port Duty applies to most harbour authorities and is a fundamental obligation incorporated into Bridport's local legislation.
- *Dangerous Vessels Act 1985*: grants powers to prohibit entry/movements of dangerous vessels that may pose an imminent threat to safety or navigation.
- *Merchant Shipping Act 1995*: covers a wide range of maritime safety provisions, including wreck removal duties (s.252), collision regulations, and emergency powers. These apply directly to Bridport (West Bay).

- *Health and Safety at Work etc. Act 1974*: imposes general duties to ensure the safety of employees and others affected by harbour operations, including marine and shore-side activities.
- Environmental legislation, including the Natural Environment and Rural Communities Act 2006, Environment Act 2021, and Habitats Regulations 2017, imposes duties relating to biodiversity and environmental protection when exercising harbour functions.

The application of these laws may vary depending on geography, type of activity, and whether the harbour authority acts as an SHA, CHA or both. Dorset Council, through Bridport Harbour, ensures the MSMS incorporates all relevant national duties.

### 3.2 Local Acts and Orders

Bridport Harbour also relies on several pieces of local legislation that set out its specific statutory powers and duties:

- Bridport harbour act 1921
- Bridport has a set of by-laws drawn up in 1945 and believed still to be in force. In addition, a general set of Dorset Council by-laws, mainly concerned with conduct on roads and in public places, has force in the harbour area.
- Harbour Revision Orders (HROs): 2026 (Currently ongoing) —which update and consolidate the local legal framework. These HROs define harbour limits, modernise governance, enable lease arrangements and provide powers for Special Directions and General Directions.

Dorset Council Harbours comply with the wider Dorset Council Enforcement Policy when enforcing Harbour Byelaws and General Directions.

### 3.3 Review

Dorset Council, as Duty Holder, must keep its statutory powers and duties under continual review to ensure they remain adequate for modern harbour operations. The Code stresses that failure to maintain a correct understanding of one's powers can lead to ineffective or improper discharge of legal responsibilities.

This review process includes:

- Assessing whether powers under local legislation (e.g., HROs, Byelaws, General Directions) remain sufficient for safe and efficient harbour management.
- Monitoring changes in national legislation and ensuring that Bridport Harbour's MSMS, policies and procedures are updated to reflect new or amended statutory requirements.
- Incorporating relevant MAIB findings, MCA guidance, and emerging good practice into the MSMS.
- Ensuring the Harbour Master and operational staff maintain awareness of the extent and limits of their delegated powers.

The harbour's 2026 HRO has been introduced specifically to modernise powers and improve legal clarity; this approach will continue as part of regular legislative review cycles.

### 3.4 Revising Statutory Powers

Where a review or risk assessment shows that existing powers are no longer adequate—or that additional powers would materially improve the management of marine safety—the Duty Holder should consider revising Bridport Harbour's statutory powers. The Code identifies three main mechanisms:

- *Harbour Empowerment Orders (HEOs)*: used to create a new harbour authority or confer initial statutory powers.

- *Harbour Revision Orders (HROs)*: used to amend, modernise or extend existing statutory powers, including governance restructuring, powers of direction, jurisdictional changes, or improvements to navigational control. Bridport Harbour's 2026 HRO was obtained through this process.
- *Harbour Closure Orders*: used where statutory powers are no longer required due to the cessation of harbour activity.

Applications may require consultation, assessment of environmental and navigational impacts, and may involve a public inquiry. The Department for Transport, Marine Management Organisation (MMO), or devolved administrations provide procedural guidance.

Any future decision to revise powers will be based on formal risk assessment, stakeholder consultation and alignment with the requirements of the Code.

## **4.0 Duties and Powers**

Bridport Harbour's statutory and operational duties are derived from national legislation and local enabling Acts and Orders and are exercised through Dorset Council as the Statutory Harbour Authority and Competent Harbour Authority. The PMSC requires all harbour authorities to understand and effectively discharge their duties and powers to ensure the safe, efficient and environmentally responsible management of the harbour. Bridport Harbour complies with the Code by applying its statutory powers through the Harbour Master, by maintaining a clear legal framework through its Harbour Revision Orders, and by embedding all duties within the Marine Safety Management System.

### **4.1 Safe and efficient marine operations**

Bridport Harbour complies with the PMSC requirement to ensure safe and efficient marine operations by maintaining a well-established operational control system supported by trained harbour staff, formalised risk assessments and practical procedures. Navigation safety is supported by VHF Channel 11 and telephone communications and harbour patrol vessels.

Operational practices include the stopping of all other movements when a large vessel is manoeuvring, the use of patrol boats and VHF to manage vessel conflicts, The Harbour Master is responsible for monitoring navigational activity, issuing directions when required, and ensuring that all marine operations follow the MSMS.

Formal risk assessment for navigation has been undertaken within the wider formalised risk assessment for marine operations considering the requirements of MGN401 amend 3. The results of which have determined that a local port service (LPS) is a sufficient mitigation control for navigation.

### **4.2 Open Port Duty**

Bridport is an open port, and Dorset Council fulfils its statutory open port duty by ensuring that the harbour remains accessible to all users, commercial, fishing, leisure and visiting vessels, provided that appropriate dues are paid and harbour regulations are followed. This principle is long-established in Bridport's legal framework and is operationally reflected in its open access berths, visitor pontoons, marina facilities, and designated areas for fishing and charter vessels. Harbour operations are structured so that access is available except where tide, safety or emergency control measures require temporary restriction.

### **4.3 Appointment of a Harbour Master**

Dorset Council, as the Statutory Harbour Authority and Competent Harbour Authority for Bridport, appoints a Harbour Master with full statutory authority to exercise the powers granted under national legislation and local Harbour Revision Orders. The current Harbour Master is James Radcliffe, He is also the Harbour Master for Lyme Regis. He is responsible for the safe and efficient management of navigation, marine operations and enforcement within Bridport Harbour.

The Harbour Master exercises all powers granted by statute, including those relating to Special Directions, General Directions, byelaw enforcement, regulation of harbour operations, and safety management. He oversees the implementation of the MSMS and acts on behalf of the Harbours Advisory Committee in meeting the requirements of the PMSC. Authority may be delegated to the Assistant Harbour Master to ensure full operational coverage and continuity of safe harbour management.

### **4.4 Byelaws**

Bridport Harbour operates under long-standing byelaws, including the Bridport Harbour Byelaws 1921. These continue to regulate navigation, conduct, speed limits, and the safe operation of vessels within the harbour. They complement modern operational controls and General Directions, providing a statutory basis

for enforcement. Harbour staff apply byelaws routinely to regulate activities such as leisure operations, swimming areas, pontoon usage, and safe movement along quaysides. The Harbour Authority keeps these byelaws under review in line with PMSC guidance and will seek revisions when necessary through appropriate statutory processes.

#### **4.5 Special Directions**

The Harbour Master exercises Special Directions under the powers incorporated from the Harbours, Docks and Piers Clauses Act 1847. These directions may be issued to individual vessels to regulate their entry, departure, movement, mooring, or conduct in circumstances requiring immediate control. Special Directions are used regularly during large vessel movements, emergency situations, and when vessels pose a navigational risk. Harbour staff ensure that masters understand and comply with any direction issued. This use of Special Directions provides an important tool for discharging the harbour's duty to maintain safe navigation.

#### **4.6 General Directions**

Dorset Council utilises General Directions, enabled through the Bridport Harbour Revision Order 2026, to regulate navigation, safety and the use of harbour waters. The current Bridport Harbour General Directions 2026 set out requirements covering vessel movement, speed limits, safe navigation in the entrance channel, equipment standards and environmental protection measures. These Directions apply to all harbour users and are routinely enforced by harbour staff during patrols, inspections and liaison with mariners. The Directions are reviewed periodically, with stakeholder consultation, to ensure they remain current and effective.

#### **4.7 Harbour Directions**

Although Dorset Council does not currently hold powers to issue Harbour Directions under the Harbours Act 1964, the 2026 Harbour Revision Order provides modernised powers that achieve the same functional outcomes through General Directions. The Harbour Authority keeps this position under review and will consider applying for Harbour Directions if required to enhance control of vessel movements or improve safety management, in line with PMSC guidance.

#### **4.8 Dangerous Vessel Directions**

The Harbour Master may act under the Dangerous Vessels Act 1985 to prohibit entry, require removal, or impose conditions on any vessel presenting a grave and imminent danger to safety, the harbour infrastructure or the environment. These powers are reflected in Bridport's operational procedures and risk assessments, particularly in relation to unseaworthy vessels, vessels carrying dangerous goods, or those posing pollution risks. The Harbour Master assesses dangerous vessels on a case-by-case basis and may collaborate with HM Coastguard, MCA or emergency services as required.

#### **4.9 Pilotage**

Officially, pilotage is compulsory at Bridport. But there has not been an act of pilotage since 1985, and no expectation that any vessel will call at Bridport requiring a pilot. Accordingly, the Dorset Council as owners and managers of the port is considering seeking to relinquish their pilotage duties and the CHA status of the port once legislation permits. A harbour Revision Order is being used for this.

No pilots are authorised; should any vessel request the services of a pilot, guidance could be given and visiting yachts have on occasion been led inwards by the harbour patrol boat.

#### **4.10 Towage**

Towage within Bridport Harbour is subject to assessment and approval by the Harbour Master. The harbour supports safe towage operations through agreed arrangements. Towage of small vessels by clubs and training centres (e.g., Sea Cadets, Sailing Club, Outdoor Education Centre) is permitted where appropriate risk assessments and safety cases exist. This structured approach ensures compliance with the PMSC requirement for controlling towage operations and assessing non-routine tows.

#### **4.11 Regulation of marine craft**

Bridport Harbour exercises powers to regulate marine craft through local byelaws, General Directions, licensing provisions and operational oversight. The harbour licenses a small number of commercial craft (e.g., charter vessels) and oversees a charter boat fleet, including tripping boats and angling vessels. The Harbour Authority also maintains oversight of training centres, Sea Cadet activities, gig clubs and visiting vessels, ensuring that all marine craft operate safely and in accordance with agreed procedures and risk controls.

#### **4.12 Environmental Duty**

The Harbour Authority complies with its statutory environmental duties by integrating environmental protection into all harbour operations. This includes maintaining aids to navigation to required standards, monitoring environmental conditions, managing waste responsibly through the Port Waste Management Plan. Dredging, hydrographic surveying and maintenance practices follow environmentally responsible procedures and are carried out in accordance with the Hydrographic Code of Practice.

#### **4.13 Emergency preparedness and response**

Bridport Harbour complies with the PMSC requirement for emergency preparedness through its comprehensive Harbour Emergency Plan, which integrates with Dorset Council emergency response arrangements. The Harbour Master leads all marine incident responses within harbour limits and coordinates with HM Coastguard (Solent) for these incidents. Regular exercises are conducted, including pollution response drills under the OPRC Plan, multi-agency exercises, and training in emergency procedures. The harbour maintains clear communication protocols for distress, urgency and safety messages, and ensures that access to berths and quays is maintained for emergency services.

#### **4.14 Civil contingencies duties**

Bridport Harbour doesn't currently have any civil contingencies duties.

#### **4.15 Collecting Dues**

The Harbour Authority exercises its statutory powers to levy harbour dues, charges and pilotage fees in accordance with the Harbours Act 1964 and Pilotage Act 1987. These charges are set to ensure that the harbour can meet its statutory responsibilities, maintain navigation infrastructure, and provide safe harbour operations. Charges are published transparently, reviewed annually and approved through Dorset Council's governance processes. Income is used to support conservancy, staffing, training, hydrographic surveying, aids to navigation and maintenance of the harbour estate, demonstrating compliance with the PMSC requirement for resourcing safe marine operations.

## 5.0 Risk Assessment

The Marine Safety Management System is in place to ensure that all risks are controlled, the more severe ones must either be eliminated or kept “as low as reasonably practicable” (ALARP).

Bridport Harbour also uses the safety and risk management system of its owner, Dorset Council. It defines risk management as “the culture, processes and structures that are directed towards effective management of potential opportunities and threats to the organisation achieving its objectives”.

At its highest level the Council’s risk management strategy requires that the wider implications of the port’s operations at a political, financial and social level should be built into the risk management system. Bridport is a particularly open port, with homes, bars and restaurants, and shops around it’s harbourside. This means that the effects of its Safety Management System spread beyond the marine consequences of the PMSC’s definition of risk. Where specific hazards would have their own specific responses under the PMSC, with steps identified to eliminate or control them to ALARP levels, the broader vision of the Council’s approach also requires those much wider factors to be considered.

It is the function of the Safety Management System to reconcile these opposites. The Council and port’s staff have a wide range of stakeholders to whom they answer: the Council as the Statutory Harbour Authority and Duty Holder, the people of the area to whom the port is an important aspect of their lives, its many direct stakeholders and users whose livelihoods may depend on it, the many visitors and not least the professional staff whose job it is to run the port.

The Council’s approach to risk also requires that the financial consequences of the port’s operations are not put at risk while the PMSC requires that the port is properly maintained to be a safe port for all users. As an open port, available to all craft able to fit into it against the payment of proper dues, there is a direct legal requirement that it is fit to be used. Such maintenance costs money and the balance between finance and physical safety is constantly under review through the risk management system.

### 5.1 Formal Safety Assessments

A statutory requirement, and central to the management and control of risks from hazards, is the use of risk assessments. A risk assessment is a paperwork exercise to review any work situation that allows relevant risks to be identified, recorded, communicated and reduced where it is reasonable to do so. A duty exists for the Dorset Council to reduce risk to the lowest reasonably practicable level. This duty extends to ensuring that risk assessments are suitable and sufficient and identify measures to be taken that ensure work tasks are safely undertaken.

- **Hazard**  
Something with a potential to cause harm. A situation that could occur which has the potential for human injury, damage to property, damage to the environment, or economic loss.
- **Risk**  
An estimation of the likelihood and potential consequences of a defined hazard, risk expresses the likelihood that the harm from a particular hazard is realised. Risk therefore reflects both the likelihood that harm will occur and its severity.
- **Risk Assessment**  
A paperwork exercise to review any work situation that allows relevant risks to be identified, recorded, communicated and reduced where it is reasonable to do so. Risk assessments should normally be completed using a template which can be sourced from the Council’s forms register. Workplace areas with higher risk, i.e. harbours, may determine that a different and more

comprehensive risk assessment template is more appropriate. The same principles of the risk assessment process will still apply.



Figure 2: Principles of Risk Assessment

### Responsibilities

Service managers should ensure that risk assessments are completed for all staff under their control.

Line managers should ensure that members of staff who undertake risk assessments are competent to do so, have a good level of subject knowledge and are aware of the limitations of their expertise. Staff should be advised to seek further advice if needed.

Members of staff charged with undertaking risk assessments (Assessors) should be suitably trained in order that risk assessments undertaken are both suitable and sufficient and have the benefit of reducing risk. The Assessor is normally the immediate Line Manager of the person being assessed. Risk assessment training can be sourced through the Health, Safety and Welfare Officers.

To help further understand the method for assessing risk the Dorset Council adopted a 5 x 5 matrix that tags numbers to judgements made. The higher the severity and likelihood, the higher the number between one and five is selected.

Once numbers replace judgements these can be multiplied together to give a risk rating.

### Methodology

To help further understand the method for assessing risk, the Dorset council adopted a 5 x 5 matrix that tags numbers to judgements made. The higher the severity and likelihood, the higher the number between one and five is selected.

Once numbers replace judgements, these can be multiplied together to give a risk rating:

<b>Likelihood</b>	<b>5</b>	5	10	15	20	25
	<b>4</b>	4	8	12	16	20
	<b>3</b>	3	6	9	12	15
	<b>2</b>	2	4	6	8	10
	<b>1</b>	1	2	3	4	5
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
		<b>Severity</b>				

Figure 3: Risk Rating Matrix

**Likelihood**

1	2	3	4	5
Improbable	Possible	Likely	Very Likely	Certain

Figure 4: Likelihood definitions

**Severity**

1	2	3	4	5
Trivial	Slight	Substantial	High	Very High

Figure 5: Severity definitions

<b>Rate</b>	<b>Severity Guidance</b>
1	Insignificant/tiny injury, minor bumps, small cuts, light grazing
2	Minor injury, deeper lacerations, bruising, scalding
3	Substantial injury, sprains, broken fingers/toes lacerations needing stitches, deep burn
4	Serious injury, broken bone, dislocation, electric shock, slipped disc & disease
5	Fatality, permanent injury or terminal disease

Figure 6: Severity guidance

## Categories of Risk

The Council risk registers lay out the matrices of risk level and acceptability. The non-marine risks of the port are assigned levels from within these matrices, and the Safety Management System demonstrates how they are managed. The specific marine hazards that come within the definitions of the PMSC, by being assigned values from within the Council matrices, are incorporated in one cascading system. All the hazards and risks identified are catalogued in The Port Risk Register Document. The two Council risk management system matrix systems are shown below:

	Likelihood	% Possibility
1	Rare	< 6%
2	Unlikely	6 – 20%
3	Possible	21 – 50%
4	Likely	51 – 80%
5	Almost certain	> 80%

Figure 7: Dorset Council Likelihood Matrix

Impact		Financial	Strategic Priorities & Opportunities	Health & Safety	Reputational	Criticality of Service (following Business Impact Assessment)
5	CATASTROPHIC	Over £300k	Complete failure to deliver on a strategic priority	Fatality, multiple permanent injuries	Receives national/international attention with potential for long term impact on public memory, Total loss of public confidence.	Critical Service Level One (ie: those that present a major risk to public health or safety)
4	MAJOR	£100k - £300k	Major impact (positive or negative) on a strategic priority	Major injury or illness leading to long-term incapacity/disability, multiple significant injuries	Receives national/international attention with medium-term impact on public memory	Critical Service Level Two (ie: those that present a medium to major risk to reputation or finances)
3	MODERATE	£50k - £100k	Moderate impact (positive or negative) on a strategic priority	Moderate injury or illness requiring professional intervention, RIDDOR reportable, multiple minor injuries	Receives local press attention but with medium-term impact on public memory	Critical Service Level Three (ie: those that present a medium risk to public health or safety)
2	MINOR	£10k - £50k	Minor impact (positive or negative) on a strategic priority	Minor injury or illness requiring minimal intervention or treatment	Receives local press attention but with likely short-term impact on public memory	Critical Service Level Four (ie: those that present a low to medium risk to reputation or finances)
1	NEGLIGIBLE	Up to £10k	Negligible impact (positive or negative) on a strategic priority	None, or minimal injury or illness requiring no intervention or treatment	Minor complaints or rumours	Critical Service Level Five (ie: those that present a minor risk to public health or safety)

Figure 8: Dorset Council Impact Matrix

## Generic Risk Assessments

A number of generic risk assessments against common hazards were provided by Dorset Council as a framework for services to use and adapt. These were be adopted by the harbour to avoid unnecessary effort. The following are available to date:

Management of Health and Safety at Work	Risk Assessment
Accidents, Incidents and Disease	Asbestos
Confined Spaces	Construction (Design and Management) regulations 2008
Contractors	COSHH
Display Screen Equipment	Fire Risk Management
Health and Safety Training	Home Working
Lifting Operations and Lifting Equipment	Management of Workplace Stress
Manual Handling	New and Expectant Mothers
Noise at Work	PAT Testing
PPE	Provision and Use of Work Equipment
Road Safety	Safety Signs
Slips and Trips	Travelling Officers and Lone Workers
Working at Heights	Young People

Figure 9: Generic Risk Assessments

## 5.2 Reviewing Risk Assessments

The harbour risk register and assessments will be reviewed:

- whenever a new activity is started
- at least on a minimum annual basis in accordance with Dorset Council policy
- whenever an accident or incident occurs
- when significant changes occur to work practices that may impact on health, safety and welfare.

The review will normally be led by the Harbour Master and will consult Harbour Staff, Dorset Council expertise and external assistance including the Harbour Consultative Group. The risk assessment methodology is demonstrated under the plan, do, check, and act philosophy:



Figure 10: Plan-Do-Check-Act

### 5.3 Dynamic Risk Assessments

Harbour staff must use Dynamic Risk Assessment as an essential tool to identify, assess, and control hazards in real-time while carrying out their duties. In accordance with the Port Marine Safety Code, staff should continuously evaluate changing conditions, such as weather, vessel movements, or operational constraints, and adjust their actions accordingly to maintain safety. Where new risks emerge that are not covered by existing procedures, staff must take immediate mitigating action, report the hazard, and escalate concerns as necessary to ensure compliance with the Safety Management System and legal requirements.

### 6.0 Marine Safety Management System

Bridport Harbour operates a proportionate Marine Safety Management System that is approved by the Duty Holder and implemented by the Harbour Master and harbour team. The MSMS brings together policies, procedures, plans, standard forms and permissions, and is underpinned by formal risk assessment. It sets clear executive and operational responsibilities, defines how marine operations are controlled, and links to freestanding and second-tier plans (e.g., Oil Spill Contingency Plan, Port Waste Management Plan, Emergency Plan and Pilotage Directions). This approach fulfils the PMSC requirement to operate an effective, risk-based MSMS and to document the practical systems by which marine safety is delivered.

The MSMS is structured so that high-level policy in this document cascades to specific procedures and work instructions in the Harbour’s risk register and operational files, with records and evaluation captured through incident logs, audits and KPI reporting. The harbour keeps the MSMS publicly available, aligning with the Code’s expectations of transparency and accountability.

## 6.1 Implementation

Implementation is achieved through the day-to-day application of documented procedures, dynamic tasking, and supervisory control by the Harbour Master and Assistant Harbour Master. Core arrangements include:

- Control of vessel movements via VHF Channel 11, harbour patrols and CCTV where necessary.
- Stakeholder-agreed controls embedded through General Directions (2026), extant Byelaws and, where needed, Special Directions issued by the Harbour Master.
- Bridging and interoperability with adjoining organisations (e.g., HMC, RNLI and Bridport Town Council) to avoid gaps and duplication of control.
- Preparedness for emergencies through the Harbour Emergency Plan, exercised routinely and integrated with Dorset Council/Town Council arrangements.

These practical controls reflect the PMSC's implementation guidance and ensure the harbour can regulate arrivals, departures and movements, protect the public from marine activities, give special regard to environmental impact, and prevent acts or omissions that could cause harm.

## 6.2 Accountability for marine safety

Accountability is clear and documented. Dorset Council is the SHA/CHA, the Duty Holder is the Cabinet Member with portfolio responsibility (Cllr Jon Andrews), and the Harbour Master (James Radcliffe) holds day-to-day responsibility for navigation safety and marine operations, with delegated authority to named officers for continuity of control. This mirrors the PMSC model of governance in which the Duty Holder retains accountability, supported by a Harbour Master with operational authority and by a Designated Person (James Hannon, ABPmer) who provides independent assurance and direct access to the Duty Holder.

Roles and responsibilities extend to conservancy (hydrography, aids to navigation, Notices to Mariners), pilotage (as CHA), emergency planning, environmental duties and incident investigation, all of which are allocated and described in the Harbour's documentation set and Annex on roles.

## 6.3 Stakeholder engagement and consultation

Bridport maintains regular, structured engagement with harbour users and partners to support safe operations and shared understanding of risks:

- The Harbour Consultative Group meets three times a year and feeds views to the Harbours Advisory Committee on matters affecting safety, charges and operational change.
- Consultation accompanies the introduction or revision of General Directions and significant operational policies; day-to-day engagement is supported by an open-door practice at the Harbour Office.
- Interface management is routine where activities overlap with other facilities (e.g., RNLI lifeboat (Lyme) and beach lifeguard operations, Sea Cadets/Outdoor Education Centre training). Bridging arrangements and liaison ensure complementary systems and deconflict procedures, as recommended by the PMSC.

This sustained engagement demonstrates compliance with the Code's expectation that harbour authorities consult those who may be affected by their MSMS, while keeping ultimate responsibility with the Duty Holder.

## 6.4 Incident reporting and investigation

The MSMS provides clear routes for reporting, recording and investigating marine incidents, near misses and unsafe acts. Internally, staff use an incident form and maintain a database for trend analysis; harbour staff and users report navigational occurrences such as near misses, bottom contacts and berthing problems. Regular status reports (e.g., on AtoN, lifesaving equipment, harbour craft defects) are provided to the Harbour Master. Serious events trigger structured investigation, contemporaneous note-taking, photographs where possible, and prompt debrief, with findings used to update procedures and risk assessments.

Externally, the Harbour complies with statutory reporting to MAIB for reportable accidents, with HSE informed for applicable shore-side safety matters, and with any additional central government notifications as required. The MSMS also recognises that serious or complex cases may require robust, independent investigations, consistent with the PMSC's guidance on purpose and conduct of incident investigations.

## 6.5 Enforcement

Dorset Council Harbours apply a graduated, risk-based enforcement approach to secure compliance with local and national maritime legislation. The Marine Compliance & Enforcement Policy sets out the principles, tools and decision-making framework used across Weymouth, Bridport (West Bay) and Lyme Regis, aligned to the Council's General Statement of Enforcement Policy, the Regulators' Code (2014) and the Legislative and Regulatory Reform Act 2006. The policy emphasises consistency, openness, helpfulness, proportionality, targeting, accountability and transparency.

In practice, the harbour prioritises advice, education and informal resolution for minor contraventions; where necessary it escalates through verbal guidance, official written warnings, and, for serious or persistent breaches, prosecution in line with the Code for Crown Prosecutors (evidential sufficiency and public-interest tests). The Harbour Master's statutory powers include Special Directions (HDPC Act 1847), General Directions (Bridport HRO 2026; implemented by General Directions 2026), and Dangerous Vessel Directions (Dangerous Vessels Act 1985). Charges are recoverable as a civil debt, and, where relevant, standard-scale fines and unlimited summary fines (for defined pollution offences) may apply through the courts.

Decisions are risk-based and proportionate: factors include the seriousness of the breach, environmental impact, financial gain, intent, obstruction, previous history, remedial action and wider deterrence. Outcomes and rationales are recorded, with annual reporting to the Harbours Advisory Committee to support transparency and continuous improvement. For Bridport specifically, the 2026 HRO modernises enforcement powers and the General Directions 2026 provide the day-to-day regulatory baseline; Harbour users must comply with Directions, Special Directions and applicable Byelaws.

## 7.0 Review and Audit

Bridport Harbour operates a structured and continuous programme of review and audit to ensure that its MSMS remains fit for purpose, compliant with the PMSC, and aligned with best practice. The PMSC requires harbour authorities to have regular, systematic processes to review and audit all aspects of marine safety, and Bridport Harbour fulfils this requirement through a combination of internal monitoring, independent assurance from the Designated Person, and formal periodic audits.

The review and audit regime encompasses policies, procedures, MSMS documentation, risk assessments, plans, operational practices, and the performance of marine functions. This ensures that information from incidents, user feedback, operational experience, and external recommendations is captured, analysed and used to improve the system.

The system also reflects Dorset Council's wider governance, enforcement, and accountability requirements, reinforcing transparency and demonstrating compliance to the Duty Holder.

### Internal Review and Continuous Assessment

The Harbour Master monitors the effectiveness of the MSMS on a continual basis, reviewing risks, operational practices, incident trends and staff feedback. This ensures that day-to-day learning is incorporated into the safe operation of the harbour.

Internal reviews are supported by:

- Daily operational oversight including harbour patrols, vessel movement management, equipment checks, and ongoing user engagement.
- Incident and near-miss analysis, with immediate review of issues that may indicate procedural or systemic change is required.
- Regular staff consultation, including briefings and opportunities for staff to raise safety concerns or propose improvements.

The Harbour Master maintains responsibility for ensuring that any emerging concerns are addressed promptly and that the MSMS is continually updated to reflect operational reality, experience, and risk.

### Structured Periodic Review

In addition to continuous assessment, Bridport Harbour conducts structured reviews at defined intervals. These formal internal reviews examine:

- the harbour's legal and regulatory framework, including local byelaws, powers and Directions;
- the MSMS policies, procedures, operational plans and freestanding documents;
- performance against key safety responsibilities and PMSC expectations;
- compliance with statutory requirements, surveys, inspections and applicable regulations;
- changes to harbour operations, user behaviour, vessel traffic patterns and infrastructure;
- lessons from incidents, exercises, user feedback and national reports.

These formal reviews allow for methodical evaluation and improvement of the MSMS and associated systems, in line with PMSC guidance.

### Formal Audit by the Designated Person

An essential part of the PMSC framework is independent audit by the Designated Person. For Bridport Harbour, this function is provided by James Hannon of ABPmer, who has direct access to the Duty Holder and conducts:

- annual formal audits of the harbour's compliance with the PMSC and MSMS;
- attendance at Harbours Advisory Committee meetings to provide independent updates;
- liaison with the Harbour Master throughout the year to monitor progress and identify emerging issues.

The Designated Person's audit reviews:

- the structure and content of the MSMS;
- risk assessments and how they are applied in practice;
- implementation of policies and procedures;
- adequacy of controls for navigation safety, pilotage, towage, conservancy and emergency response;
- enforcement processes and records;
- incident investigation quality and closure of corrective actions.

Findings are reported to the Duty Holder and Harbours Advisory Committee, ensuring transparency and accountability in line with the PMSC.

#### External Audit, Health Checks and Benchmarking

Bridport Harbour also engages with external assurance mechanisms, which provide additional confidence to the Duty Holder and stakeholders. These include:

- MCA Port Marine Safety Code Health Checks, carried out periodically, which benchmark compliance, highlight best practice and identify opportunities for improvement.
- Comparisons with other Dorset Council harbours (Weymouth and Lyme Regis) to ensure consistency of approach across the authority.
- Engagement with external agencies, such as the RNLI and HM Coastguard, which provide further insights into operational safety practices and inter-agency working.

The harbour also gives full regard to national guidance, MAIB findings and sector best practice when updating the MSMS.

#### Plan-Do-Check-Act Approach

Bridport Harbour applies the PDCA cycle in its review and audit processes. This method, illustrated in earlier MSMS documents and maintained in current practice, ensures that:

- Plan – policies, procedures and risk controls are developed based on assessment;
- Do – systems are implemented in day-to-day operations;
- Check – monitoring, audits and reviews capture performance and identify gaps;
- Act – improvements, updates and corrective actions are implemented.

This recognised iterative cycle ensures continuous improvement and aligns with both the PMSC and Dorset Council's enforcement and regulatory framework.

#### Reporting of Review and Audit Outcomes

The outcomes of reviews and audits are recorded and communicated through:

- annual reporting to the Duty Holder and Harbours Advisory Committee;

- updated editions of the MSMS, Safety Plans and operational procedures;
- committee papers and public documentation published by Dorset Council;
- updates to the risk register, including new risk controls;
- internal staff briefings and training sessions.

This ensures transparency, demonstrates accountability and clearly evidences compliance with the PMSC.

### 3-yearly PMSC Compliance Statement

In accordance with the PMSC, Dorset Council, on behalf of Bridport Harbour, submits a 3-yearly compliance statement to the Maritime and Coastguard Agency. This statement describes:

- the harbour's compliance with all relevant parts of the Code;
- any non-applicable sections and why;
- any outstanding compliance gaps and planned timelines for closure;
- other facilities covered by the declaration.

This formal process ensures national visibility of Dorset Council's compliance and reinforces the Duty Holder's accountability.

## 8.0 Competence

Bridport Harbour ensures that all personnel involved in the management and execution of marine operations are trained, qualified and competent, in full alignment with the Port Marine Safety Code. The PMSC requires harbour authorities to use people with appropriate professional qualifications, relevant experience and defined competence for the roles they undertake, and to regularly review and maintain those competencies. Bridport Harbour achieves this through structured recruitment, training, supervision and ongoing development, supported by Dorset Council's governance and HR frameworks.

The competence of harbour personnel is a fundamental element of the Marine Safety Management System (MSMS). The harbour's organisational structure, shown below, ensures that clear lines of accountability and supervision support safe and effective operations. The Harbour Master (James Radcliffe) has day-to-day responsibility for technical competence within the service, supported by the Assistant Harbour Master, full time harbour staff and seasonal staff, each trained for their specific roles.

### Bridport Harbour Staff Structure

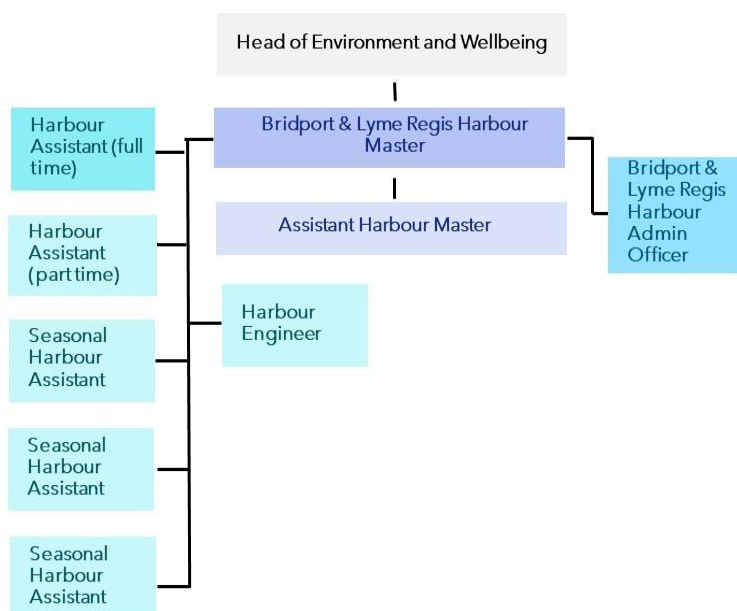


Figure 11: Organisation Structure

### Training Standards and Qualifications

The harbour complies with the PMSC requirement to use recognised national occupational standards and professional qualifications as the basis for competence. Dorset Council requires:

- that senior marine officers hold the appropriate maritime qualifications or equivalent experience;
- that all new staff undertake role-appropriate training on appointment;
- that specialist qualifications (e.g., VHF operation, first aid, boat handling, oil spill response, manual handling) are kept current;
- that continuing professional development (CPD) is supported for all roles.

Training for members of the Harbours Advisory Committee is provided to ensure the Duty Holder and Committee members understand their statutory responsibilities, particularly those under the PMSC.

Professional staff undertake mandatory maritime training, with records held and maintained by the Harbour Office. The policy of updating knowledge and renewing qualifications when required is well-established and forms part of the harbour's competence assurance.

### Organisation Structure and Role-Based Competence

The organisation structure supports clear role definition and supervisory layers, ensuring competence is inherent in operational decision-making:

- *Harbour Master*: responsible for overall marine safety, navigation control, emergency response and MSMS implementation; holds statutory authority and relevant maritime qualifications.
- *Assistant Harbour Masters*: support operational leadership, enforces General Directions, manages team competence and deputises for the Harbour Master. Controlling day-to-day harbour operations, mooring, berth management and vessel movement oversight.
- *Harbour staff*: trained in customer service, daily operational tasks, safety procedures and emergency response roles during peak periods.

This staffing model ensures that those exercising statutory or safety-critical functions have the appropriate qualifications, experience and delegated authority, as required by the PMSC. [dorsetcouncil.gov.uk]

### Review and Maintenance of Competence

Competence is monitored through:

- supervision and on-the-job assessment by senior officers;
- review of training records and qualifications;
- feedback from incidents, near misses and audits;
- Designated Person oversight of competence-related findings;
- performance monitoring through KPIs (e.g., navigation, AtoN reliability, emergency exercises).

The Harbour Master reviews the competence of all staff annually as part of Dorset Council's performance and development processes. Any training needs identified during incident reviews, operational observations or audits are incorporated into future training plans.

### Competence of External Operators

The harbour maintains oversight of competence for external operators whose activities impact navigation safety, including:

- charter boat operators and licensed ferries;
- training organisations such as the Sea Cadets, Gig club and Sailing Club;

This oversight is delivered through liaison, permit/licence conditions, risk assessments, contractor checks, and the application of General Directions and byelaws.

### Commitment to Continuous Professional Development

Bridport Harbour is committed to maintaining a highly trained professional workforce. This commitment is demonstrated through:

- ongoing CPD opportunities for marine staff;
- regular attendance at professional forums, workshops and industry briefings;
- continuous engagement with the Designated Person, MCA guidance and MAIB recommendations;
- investment in new systems, technology and training resources to enhance harbour operations.

This ensures the harbour continuously improves and adapts its competence framework in line with evolving best practice.

## 9.0 Plan

Bridport Harbour meets the Port & Marine Facilities Safety Code requirement to publish a Marine Safety Plan by operating under the Dorset Council Harbours Marine Safety Plan 2026–2029 (the Plan), which applies to Bridport (West Bay), Lyme Regis and Weymouth. The Plan sets the safety policy, governance, objectives and improvement actions that the Duty Holder adopts across the three statutory harbours and confirms that Dorset Council operates a risk-based MSMS, reviewed regularly and aligned to the PMSC and Guide to Good Practice.

The Plan confirms governance and accountability arrangements (Duty Holder: Cllr Jon Andrews; Designated Person: James Hannon, ABPmer; oversight via the Harbours Advisory Committee and Harbour Consultative Groups). For Bridport, this provides a clear line from strategy to operations, linking the Plan's cross-harbour commitments to Bridport's MSMS procedures, local risk assessments, Directions/Byelaws, and freestanding plans.

### 9.1 Publication

The Marine Safety Plan is owned by the Duty Holder, supported by the Designated Person, and advised on by the Harbours Advisory Committee. It is published and accessible, reviewed annually, and republished on a three-year cycle in line with PMSC compliance reporting. For the current cycle, the Plan covers 2026–2029 and expressly states that a full review, republication and Duty Holder notification of compliance accompany the PMSC triennial submission. Bridport aligns its local MSMS publication and updates to this same cycle for consistency and transparency.

### 9.2 Format

The Plan provides a concise, PMSC-compliant structure covering:

- Introduction & Governance (Duty Holder, DP, HAC, Harbour Consultative Groups; annual review and 3-year republication);
- Policy (safe, effective, environmentally responsible operations; integration with the MSMS and Guide to Good Practice; commitment to consultation and financial resilience);
- Standing Objectives & Improvement Plan, presented through a RACI-based action table with defined outcomes and roles (Responsible, Accountable, Consulted, Informed).

This format makes the link between policy and delivery explicit and gives the Duty Holder a practical mechanism to monitor progress across emergency preparedness, conservancy, training/competence, resilience, incident reporting, PMSC audit/review, stakeholder engagement, legislative powers and enforcement. Bridport's MSMS references these objectives and aligns local procedures and KPIs to the Plan's actions.

### 9.3 Review

Performance against the Plan is reviewed annually and reported to the Harbours Advisory Committee and Duty Holder, drawing on MSMS audits, Designated Person findings, KPIs, incident data, hydrographic/AtoN results, user feedback and lessons learned. The Plan specifies (among other items):

- maintaining incident systems, investigating incidents within 30 days, and reporting major incidents to the Duty Holder within 24 hours;
- monitoring incident trends and updating the MSMS accordingly;
- conducting annual external audits of the MSMS;
- reviewing Emergency Plans annually, risk assessments annually, and the Marine Safety Plan every three years.

Bridport embeds these review commitments in its routine internal monitoring and formal DP audit schedule, ensuring that the Plan remains current and that local changes (e.g., in trade, infrastructure, Directions or environmental conditions) are captured promptly.

#### **9.4 Timing**

The Plan confirms the three-year publication cycle (2026–2029), aligned to the PMSC 3-yearly compliance statement, with annual progress reporting to the Harbours Advisory Committee/Duty Holder and interim updates as needed following audits, exercises, legislative changes or significant operational developments. This timing mirrors the PMSC (publish at least every three years; review and report performance regularly) and fits Bridport’s established practice of continuous assessment supplemented by scheduled formal reviews.

## 10.0 Conservancy Duty

Bridport Harbour fulfils the PMSC conservancy duty by maintaining a harbour that is fit for safe use at all times, supported by systematic hydrography, Aids to Navigation (AtoN) management, seabed maintenance, and timely provision of navigational information. As SHA, Dorset Council ensures that channels are conserved, dangers are marked, seabed change is monitored, and users receive accurate and current information. This framework underpins Bridport's MSMS and is delivered through established local arrangements described below.

- Annual hydrographic survey by professional contractors, publication of results, and notification to UKHO for charting updates, with interim surveys where operationally necessary.
- AtoN maintenance to at least IALA availability standards (with a working target of 100% reliability and a minimum fallback to IALA) and compliance with Trinity House inspection/return requirements.
- Local Notices to Mariners (LNtM) to promulgate hazards, works and changes.
- Practical seabed management, including maintenance dredging where required throughout the inner and outer harbour (Outer requiring yearly dredging)

These measures reflect the PMSC Chapter 10 duties and are embedded within Bridport's documented conservancy scheme and annual work programme.

### 10.1 Harbour Authorities

As the harbour authority, Dorset Council delivers conservancy through the Harbour Master and team, with clear accountabilities set by the MSMS and Marine Safety Plan. Conservancy tasks include: surveying, keeping proper hydrographic/hydrological records, and supplying information promptly to users and the UKHO. Bridport's practice aligns directly with the Code: surveys are undertaken annually, the results are monitored and shared, and Aids to Navigation (AtoN) are checked routinely and inspected annually by Trinity House. Where change is detected (e.g., post-storm shoaling, movement of beach material), the harbour takes prompt corrective action and issues LNtM.

### 10.2 Aids to Navigation

Bridport's AtoN are managed to IALA standards and inspected by Trinity House under the local lighthouse authority regime. The harbour aims for 100% reliability, with a minimum standard of IALA availability; defects are notified to Trinity House and rectified promptly, with information promulgated to mariners via LNTM.

At Bridport, the permanent navigation marks are the two lights on perches marking the seaward end of the groins from the pier ends. Both are isophase 2 second lights, a red to port and a green to starboard, solar powered. There is also a Flashing green 8 seconds light on the East pier end. A fixed sector light shows a white light marking the entrance channel, with red to port and green to starboard over the piers. The inner harbour entrance has a flashing red 8 seconds light on the inner pier end, and a flashing green 8 seconds opposite. These lights mark the sill protecting the inner harbour erected as part of the outer basin development. Other unlit perches have baskets on top as day marks. The main entrance lights are solar powered and the remaining permanent navigation lights at Bridport are powered by mains electricity without emergency back-up, but as both ports are very largely daylight only operations, this is not considered to be a major problem.

These systems have been upgraded to LED and are checked routinely, with an annual Trinity House inspection regime and formal returns submitted through the recognised reporting system. This meets PMSC expectations that AtoN be optimally positioned, maintained to required availability, and subject to periodic review.

Operationally, Bridport integrates AtoN with VHF Channel 11 procedures, patrol presence, and the publication of LNTM so that any temporary changes (e.g., defects, works, events, emergent hazards) are communicated quickly. The Marine Safety Plan's Conservancy objectives reinforce this by requiring ongoing AtoN maintenance to IALA standards and annual reporting to the Duty Holder and Harbours Advisory Committee.

### **10.3 Wrecks and Abandoned Vessels**

Bridport applies the statutory wreck and obstruction powers within the MSMS to ensure the harbour remains safe for navigation:

- Under the Merchant Shipping Act 1995, s.252, the harbour authority may take possession of, raise, remove or destroy a wreck that is, or is likely to become, a danger or obstruction to navigation (and may light/buoy it until removed).
- Under the Harbours, Docks & Piers Clauses Act 1847, s.56, the Harbour Master may remove obstructions within the harbour/approaches and recover costs from the owner (including detention/sale to secure expenses).
- If a vessel's condition or contents present a grave and imminent danger, the Harbour Master may issue a Dangerous Vessel Direction (Dangerous Vessels Act 1985) to prohibit entry or require removal.

The PMSC anticipates use of these powers to keep waterways safe; Bridport's MSMS sets out how concerns are assessed, how owners are engaged, and how directions or removals are actioned case-by-case.

Practically, the harbour monitors for wreck hazards via patrols, user reports and hydrographic surveys. There are no charted wrecks affecting the navigable channel. If a wreck or abandoned vessel threatens navigation within the limits, the Harbour Master will:

- assess risk and promulgate warnings (VHF/LNTM);
- mark/guard as required;
- serve directions on the owner to remove; and if necessary, exercise statutory powers to remove/destroy or issue a Dangerous Vessel Direction.

All actions are coordinated with HM Coastguard/MCA and, where appropriate, Trinity House and the police, ensuring the harbour meets the PMSC standard for decisive, proportionate management of dangers to navigation.

### **10.4 Role of SOSREP**

The Secretary of State's Representative for Maritime Salvage and Intervention (SOSREP) is the UK Government's empowered authority responsible for directing and overseeing the response to significant maritime incidents, including those involving wrecks and abandoned vessels. SOSREP holds delegated powers of the Secretary of State to make urgent, time-critical decisions in the overriding public interest where there is a risk to life, the environment, property or navigation. SOSREP provides strategic oversight of salvage, pollution prevention and wreck removal operations, and may intervene directly to ensure that shipowners, salvors and other commercial parties discharge their responsibilities effectively. Where a wreck presents a risk of pollution or navigational danger, SOSREP is authorised to take control of the operation, issue directions, and coordinate the actions of harbour authorities, emergency services, contractors and government agencies until the danger is removed.

# Operational Information

## Introduction

The Operational Information section provides the practical detail that supports the day-to-day management of Bridport Harbour, complementing the policy, governance and safety framework established in the Marine Safety Management System. It translates the MSMS principles into operational practice by describing the harbour's physical characteristics, navigational environment, local controls, user activities, facilities, and routine procedures that together enable safe and efficient marine operations. While the MSMS sets out what must be achieved to comply with the Port Marine Safety Code, this part of the document focuses on how those requirements are delivered on the water, at the quayside and across the wider harbour estate.

This section consolidates the operational knowledge necessary for staff, stakeholders, and harbour users to understand how the port functions in real terms. It outlines local navigational arrangements, vessel movements, port services, leisure and commercial activity, conservancy responsibilities, and the interface with emergency and specialist plans. By drawing together these operational practices in a structured, accessible format, the document ensures that all harbour activities are coordinated, clearly understood, and consistent with the risk-based systems set out in the MSMS. It is updated routinely to reflect changes in infrastructure, activity patterns, legislation and best practice, ensuring that operational delivery remains safe, coherent, and responsive to a dynamic marine environment.

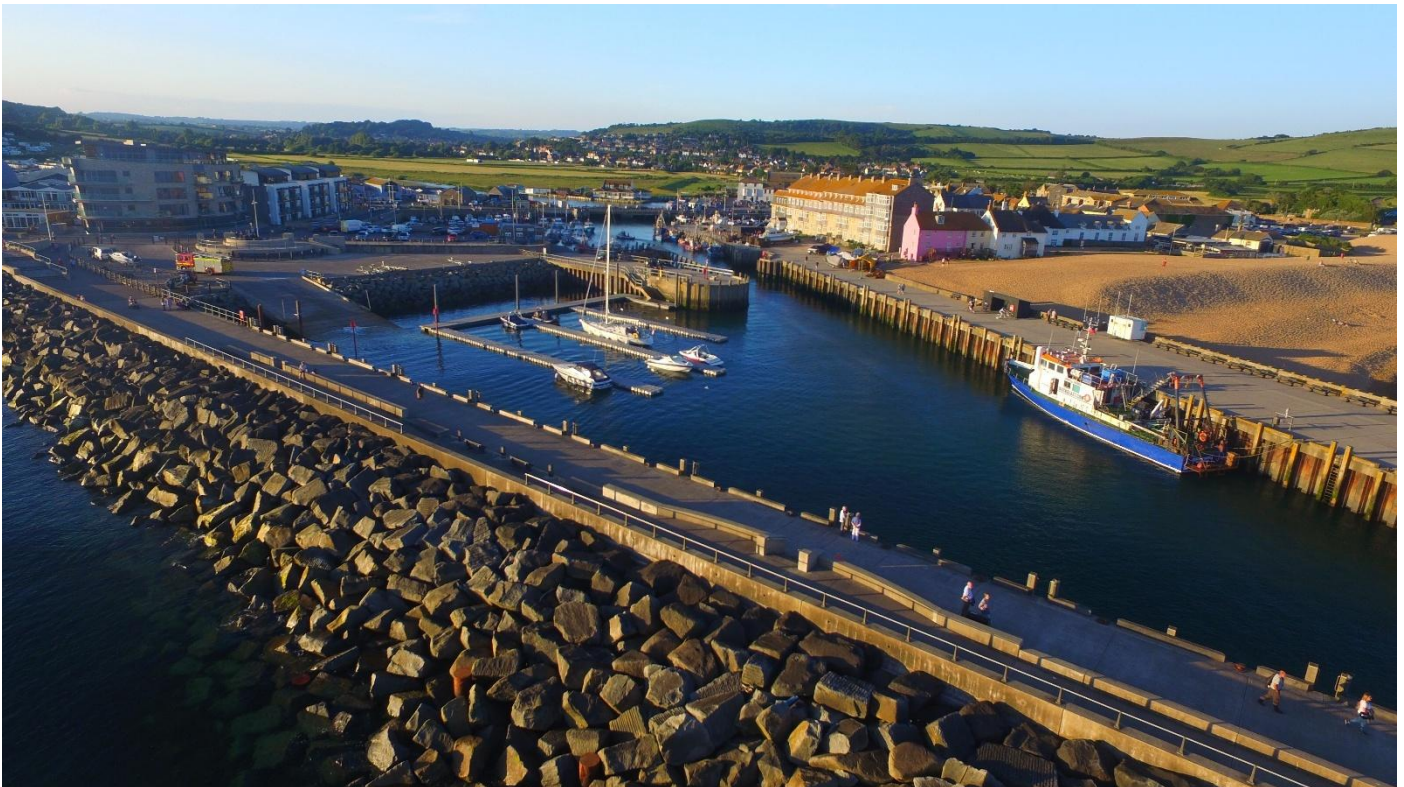


Figure 12: General view of the Outer Harbour

## 1.0 The Port of Bridport (West Bay)

### 1.1 General Description

The Port of Bridport lies in 50° 42.6'N, 002° 45.8' W, in the North-East part of Lyme Bay. It is a single basin formed at the mouth of the River Brit, but the river is now held behind a dam and sluice gates at the inner

side of the harbour, and there is no navigational connection between the two. The new harbour at West Bay consists of a single tidal basin which largely dries out at low water. Originally the port was in Bridport town, some two miles upriver, but silting and a difficult navigation made a new outer harbour necessary, and the basin of West Bay was created in Victorian times.

In 2005 Bridport harbour mouth was extensively rebuilt to make the entrance safer; an outer basin and entrance were created set at an angle to lessen the weather effect in the entrance. Except for strong South-Easterlies, this new construction has been effective.

The Bridport harbour limits consist of a semi-circle of 1,000 feet (304.88m) radius, centred on the pier ends.

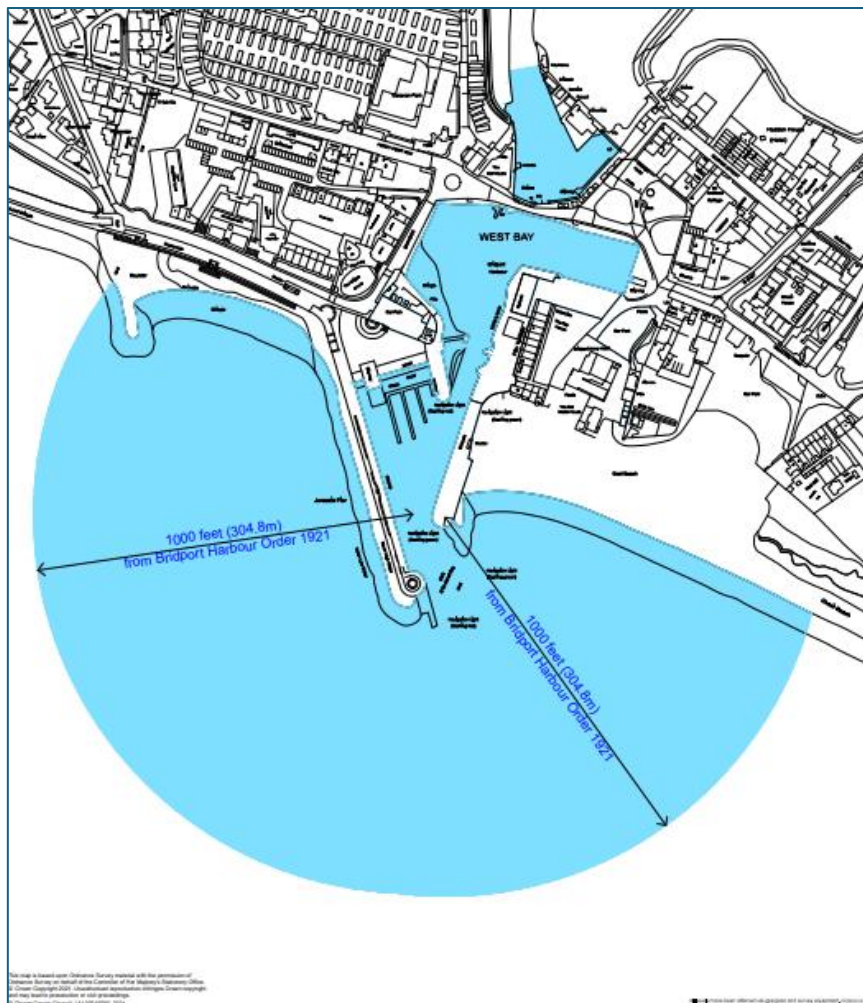


Figure 13: Harbour Limits

## 1.2 Tidal range

The tidal range at Bridport is a maximum of 4.6m on highest spring tides, and a minimum of 0.9m on slackest neap tides. The harbour very rarely dries out at low water and all movements in the port are on the tides.

## 1.3 Anchorages

There are no designated anchorages at Bridport.

At Bridport ships can anchor about 740m South of the pier ends, or farther out beyond the 10m contour. The area is completely open from South-East through South to West and offers no shelter to weather from

those sectors. A choppy sea can get up very rapidly in Lyme Bay when the wind rises from an exposed quarter.

#### **1.4 Ship parameters**

There are no set size limits for craft in Bridport, and in times past coasters used the port. Nowadays only small fishing boats and yachts enter, and a length of 21m, beam 3.75m, and draft 2.4m, would be considered the maximum practicable in the harbour.

#### **1.5 Meteorology**

Bridport lies in the northeast part of Lyme Bay, most vulnerable to winds between E and SE. In strong winds from this quadrant, it can be an uncomfortable entrance and pontoons, with very strong winds the harbour entrance will become too dangerous to enter and the outer pontoons may be closed to all vessels. The river Brit also runs into the inner harbour, after heavy rain this can create a strong current running through the harbour out to sea.

#### **1.6 Designated Nature Conservancy Sites**

Bridport harbour limits are located inside the boundary of the Lyme Bay and Torbay Marine Special Area of Conservation. The river Brit from the dam at West Bay up to Bridport town is an SSSI. The only craft operated on the river above the dam are a small fleet of day hire rowing boats which are licensed annually by the Bridport harbour master. The entire coast from Sidmouth to West Bay/Bridport is an SSSI and much of it also a Special Area of Conservation (SAC). The Jurassic Coast World Heritage Site extends from Orcombe Point in Exmouth to Old Harry Rocks near Swanage, its boundaries broadly defined as between mean low water mark to the top of the cliffs or back of the beach.

## **2.0 Port Activities**

### **2.1 Activities of, and affecting, the general public**

West Bay is particularly busy throughout the summer months, with homes, bars, and restaurants, and shops in close proximity to the harbour. These are not so much specific and physical hazards as the mixing of unsuspecting and uncomprehending people with the activities typical of any port. The Council's risk matrices provide a framework for addressing these issues. The wish to make the harbour an attractive place in which the public will want to visit, balanced against third party liabilities and damage to the port's reputation if an accident should happen, requires careful management without it appearing to the public that there is any controlling management or regimentation at all.

### **2.2 The Beach Area**

West Bay beach that is very popular with holidaymakers. It lies within the harbour water limits hence safety is looked at by the Harbour Authority.

The beaches in West Bay are not covered by the harbour but working so closely with the public it is deemed staff are to keep an eye on these areas and harbour staff are to respond to any incidents if not only to inform the relevant responsible department or the emergency services. Due to the central location of the Harbour office and no other local authority within West Bay, problems are normally reported to harbour staff first.

The harbour instructs the RNLI to provide cover on east beach within the peak summer season (July and August) where they will provide their own risk assessments and end of season report back to the harbour for constant review.

Harbour staff advise and instruct harbour users regarding operating close to the beach's and can patrol if needed.

### **2.3 Marine type operations on the shore**

As with any busy harbour, Bridport's quays see a lot of activity between vessels and shore. These activities are kept safe and under control by a mixture of seamanship and specific controls. The port's many commercial operators all have their demands, and the other primary generator of shore-side marine operations is the multitude of leisure yachts and motorboats which use the port.

### **2.4 Freight activities**

There is no freight traffic in Bridport. The last commercial cargo vessel called in 1986 and there is no foreseeable prospect of freight returning.

### **2.5 Hazardous goods**

Apart from small quantities of fuel for the port's boats, no hazardous goods are handled at either port.

### **2.6 Fishing boats**

A total of 14 professionally run fishing boats are based at Bridport. These are inshore trawlers or pot boats, with some swapping between functions to suit the seasons. There are three larger vessel. The rest are of modest size and only operate on a day-trip basis. Catches are landed at Bridport, direct to transport, but there is no fish market as such. There is a chiller until the fishermen can use before their catch goes to market. The catches are bought and transported by local fish transporters. When the tide is out it is not unusual for fishing boats to land their catches on the seaward wall. Out of area fishermen also use the east pier to unload their catch or shelter for a night or two, fees are due for this.

## 2.7 Charter Boats

There are 5 trip charter boats operating from Bridport. These provide trips round the bay, boat rides, sea angling, and diving activities. All are MCA licensed under the latest Codes of Practice.

All these craft are operated to professional standards by experienced boatmen and have a good safety record. Over-familiarity is the only likely navigational problem within the harbour limits.

Application of the Council's risk system to these commercial, marine-based, activities rests with ensuring that the narrow individual risk assessments each is subject to, is fitted into the wider considerations of the risk matrices of the Council.

## 2.8 RNLI Lifeboats

There is no lifeboat station at Bridport (West Bay), with the closest station at Lyme Regis harbour 7 miles away. They have an Atlantic 85 class lifeboat that can be called upon via HM coastguard.

## 2.9 Leisure activities

There is an active boating community based at Bridport, with 163 private moorings let for leisure purposes. They are made up of 26 commercial fishing boats, 137 leisure moorings hosting yachts and small day fishing boats. Many of these are small privately-owned motor boats for non-commercial fishing. In 2025 147 other small fishing boats landed at Bridport. 370 vessels launched via a single day ticket and 69 season tickets for the slipway were purchased.

In the harbour comprehensive risk assessments should be carried out with respect to individual hazards. As well as the private moorings in the inner harbour, day launchers and visiting yachts frequently use the pontoons in the outer harbour which allows them to be readily accessible to the port's many facilities, both technical and leisure. The risks associated with this easy access are balanced against the popularity it brings to yachtsmen planning their passages.

## 2.10 Events

The Councils (Dorset and Bridport Town) have an established system for all events within its jurisdiction, whether on land or on water. Event management is laid down in its own manuals, according to the Council standard system. This requires risk assessments, operational plans, information management and insurance to be considered.

Bridport stages events regularly through the year and a good number of these events take place both on the shore and on the water so do not categorise easily. Among the events are gig racing, power boat/ jet ski racing and local charity events. On Boxing Day there is a harbour swim. All events are coordinated with the Councils' Events Teams and their policies. They must be carefully regulated and monitored for safety.

The PMSC Guide to Good Practice discusses event management from the port's point of view. For activities on the water, its precepts should be followed and blended with the Council's own defined system.

There is a constant review of the arrangements for holding events. It is up to the organisers of each event to carry out the risk assessment of their event. The Harbour Authority 'notes' each risk assessment presented by the organisers of events and as necessary, approves events to proceed. It is normal for events to be insured by the organiser and, if the insurers are willing to accept and underwrite the event, it instils more confidence for the Harbour Authority.

## 2.11 Activities on the water

The water traffic in Bridport Harbour is substantial through the summer months but mostly consists of smaller, more manoeuvrable craft.

On the water, the requirements of the Port Marine Safety Code also come to bear, and this gives an extra layer of control requirements. Mostly, the equipment, operations plan, and general provisions keep the port functioning safely. But the mix of commercial and leisure use and widely varying standards of skill, always carry the potential for problems and harbour staff are vigilant in attending to this mix.

## **2.12 Overview of port movement control**

For the most part, traffic movement in and out of Bridport is left to the skippers of craft on the move. At Bridport most are regular users familiar with the entrance and have no difficulty avoiding each other. There is an understanding that craft outside the entrance channel must give way to craft which are in it and allow them to clear before entering.

The Harbour Master has reserve rights to direct vessel movements and determine priorities when the need arises. Given the port's excellent safety record there seems little point in changing the simple direct intervention methods which have been so effective.

When required, navigation control is carried out by the Harbour Masters or their assistants by direct intervention from the quayside, or by VHF 11 radio. There are no formal navigation control centres. Bridport is equipped with a fast patrol boat, used both within the harbours and to police the beaches and inshore waters around their harbours.

Two documents, the "Rules for Harbour Users at Bridport and Lyme Regis", and "Harbour policy" control the behaviour of port users at both ports. Both documents are updated in November each year and are published on Harbour Policies - Bridport Harbour, West Bay

## **2.13 Pilotage**

Officially, pilotage is compulsory at Bridport. But there has not been an act of pilotage since 1985, and no expectation that any vessel will call at Bridport requiring a pilot. Accordingly, the Dorset Council as owners and managers of the port is considering seeking to relinquish their pilotage duties and the CHA status of the port once legislation permits. A harbour Revision Order may be used for this.

### Tugs

There are no tugs available at Bridport, the nearest source being Portland or, for a smaller tug, Weymouth. Local fishing boats have, on occasion, given a tow to other craft in difficulties. See Emergency Plan.

### Collision Regulations

Vessel movements in the port are carried out in conformity with the provisions of the International Regulations to Prevent Collision at Sea 1972, as amended. Within the port environs, however, all craft are encouraged to be prepared to give way and the requirement to stand on is lessened.

## **2.14 Communications**

- Communications within the port are by VHF radio, using channel 11.
- Communication with Lyme Regis Harbour is on Channel 14.
- Coast watch (NCI) based at Burton Bradstock (NCI Lyme Bay) and Charmouth are Channel 65.
- Vessel Traffic Service: There is no VTS service.

## **2.15 Passenger ships**

There are no passenger vessel calls at Bridport. Day trip charter boats take 'round the Bay excursion traffic.

## **2.16 Leisure uses**

There is an active boating community based at Bridport, with 163 private moorings let for leisure purposes. They are made up of 24 commercial fishing boats, yachts and the rest small day fishing boats. Many of these are small privately-owned motor boats for non-commercial fishing. In 2011 173 other small fishing boats landed at Bridport.

## **2.17 Visiting leisure vessels**

The port is also popular with visiting yachts, and on average just over 160 leisure vessels' visitor nights were recorded. Visitors' berths are mainly provided alongside the pontoons in the outer harbour.

## **2.18 Jet skis, personal watercraft and towed aquaplaning water sports craft**

Currently these are not permitted to launch through the harbour. Special consideration can be given to organized events by the Harbour Master.

## **2.19 Moorings**

Bridport West Bay harbour is extensively filled with moorings. These are strictly controlled by the Harbour Masters on behalf of Dorset Council, which has the sole authority to authorise moorings. Most moorings are in trots, laid to ground chains across the harbour. Both the ground chains and risers are provided by the Council, boat owners providing their own rope attachments. Ground chains and risers are inspected annually by the Harbour Masters and their staff, it being the Council's responsibility to maintain these. The upper parts of moorings are the responsibility of the berth holder. Ground chains have to be renewed every 3 to 4 years.

There is a waiting list – in 2022 about 33 people - for moorings with a waiting time in the order of 3 years. Moorings are allocated annually giving priority to existing mooring holders, then to Dorset Council ratepayers on the waiting list. Controls are in place to ensure fair allocation.

A large new launching slip was built into the outer basin as part of the 2005 harbour mouth reconstruction. With its coming into service the older slipway in the inner basin was taken out of use but is still in place.

Two documents, the "Rules for Harbour Users at Bridport and Lyme Regis", and "Harbour Policy" deal in detail with harbour use, moorings use and allocation, and general behaviour in the harbour area. This is published on Harbour Policies - Bridport Harbour, West Bay.

## **2.20 Works licensing**

All works in the port are controlled by the Harbour Master. It is rare for such works to affect navigation, other than dredging.

## **2.21 Diving**

All diving for favour or reward (i.e. "at work") is subject to the Diving at Work Regulations 1997 (DWR 97) and the associated Approved Codes of Practice (ACOP). Diving at work may only be carried out by a diving contractor who has notified the Health and Safety Executive in compliance with the provisions in DWR 97 and dives may only be carried out in accordance with the legal requirements. Additionally, Bridport Harbour requires that divers at work apply for prior consent from the Harbour Authority before undertaking a dive.

Bridport Harbour strongly recommends that all diving (whether the diver is at work or not) should meet all the above requirements.

## 2.22 Towing

Towing in the outer and inner harbours is subject to approval from the Harbour Master. Permission for planned tows should be requested in advance. The following are standard given approvals:

- The towing of vessels by the RNLI lifeboats.
- The towing of a vessel in immediate danger.

## 2.23 Local Notices to Mariners

Bridport Harbour maintains a system of Local Notices to Mariners (LNtM) in accordance with industry expectations and the PMSC GGP. LNtM are used to promulgate relevant information for the safety of navigation to harbour users and maritime stakeholders. Distribution is via email (subscriber list), with current and recent LNtM being displayed on the website and in the Harbour Office as well as on social media platforms.

### **3.0 Conservancy**

The conservancy scheme for Bridport is contained within the harbour, there being no navigational obstructions or channels to mark beyond the harbour mouth.

#### **3.1 General description**

At Bridport, the permanent navigation marks are the two lights on perches marking the seaward end of the groins from the pier ends. Both are isophase 2 second lights, a red to port and a green to starboard. There is also a Flashing green 8 seconds light on the East pier end. A fixed sector light shows a white light marking the entrance channel, with red to port and green to starboard over the piers. The inner harbour entrance has a flashing red 8 seconds light on the inner pier end, and a flashing green 8 seconds opposite. These lights mark the sill protecting the inner harbour erected as part of the outer basin development.

Other unlit perches have baskets on top as day marks. The two main entry lights are solar powered but the remaining permanent navigation lights at Bridport are powered by mains electricity without emergency back-up, but as both ports are very largely daylight only operations, this is not considered to be a major problem.

#### **3.2 Standards for Aids to Navigation**

The Dorset Council aims for a minimum of IALA standards, which for its ports is category three. Dorset Council is a local light authority and its aids have been subject to an annual inspection by Trinity House. Reports are made under the Panar system.

#### **3.3 Inspection of Aids to Navigation**

Trinity House is the General Lighthouse Authority for England and Wales responsible for annual inspections of Local aids to Navigation and biennial Audits. All placing, removing and repositioning of AtoNs is to be via TH consent and defects and casualties are to be reported to TH as they occur via the online reporting system accessed on the TH website.

#### **3.4 Dredging, hydrographic survey and Admiralty charts**

Bridport is prone to shoaling both in its entrance channel, and within the harbour. In the entrance channel, sand is swept around the pier ends from the adjoining beaches and tends to build up along the East outer pile encroaching into the entrance channel. Annually it is necessary to dredge this build up using cutter suction dredgers and pump the material to the west cliff beach. Water injection dredging is currently being trialled to replace this at both harbours.

Bridport can still practice the ancient art of sluicing. There are a series of sluice gates separating the harbour from the River Brit. The sluice gates are owned by the Environment Agency who are responsible for the river but operated by the harbour staff according to laid down procedures. The sluice water moves with considerable force, Normal practise is to restrict this to the winter months when there are much fewer boats in the harbour.

Bridport harbour is surveyed three times a year by a launch from the firm Shoreline Surveys. It examines the harbour and the sea bed out to the harbour limit 1,000 feet from the pier ends. The surveys are done in March, and pre-and post- dredging. Any major changes are notified by a Notice to Mariners with a copy to the Hydrographer of the Navy.

The Hydrographic Code of Practice is followed.

#### **3.5 Wrecks**

There are no wrecks in any position close to the navigable channel.

## **4.0 Freestanding and Second Tier plans**

Key plans can be found on the Bridport Harbour website.

### **4.1 Oil Spill Contingency Plan**

Bridport is exempt from the need to have a full Oil Spill Response Plan but carries small stocks of pollution control equipment. This is located in the stores buildings and harbour staff are fully familiar with its use.

### **4.2 The Port Waste Management Plan**

This plan is fully developed. It is adopted into the Operations Plan and Safety Management System and is approved by the MCA.

### **4.3 Dorset Council – Emergency Response Plan**

These plans lay out the systems to be used for any emergency in the region. Should any incident in the harbour area have consequences reaching beyond its confines, it is the Emergency Response Plan which will be brought to bear.

### **4.4 Conservancy Inspection Regime**

Forms for this are now part of the risk register and management control system. Defects are reported by PANAR to Trinity House.

### **4.5 MSN 1832 (M) Amendment 1**

This Merchant Shipping Notice updates the UK's guidance on how Port State Control is carried out under the Merchant Shipping (Port State Control) Regulations 2011. It explains how foreign-flagged ships visiting UK ports are inspected based on their risk profile, with older or higher-risk vessels receiving more thorough checks. Ships that qualify for these expanded inspections must give 72 hours' notice before arrival, allow enough time in their schedule for the inspection, and remain in port until it has been completed. [gov.uk]

The amendment also reinforces reporting duties for pilots and port authorities, requiring them to alert the MCA to any safety or environmental concerns and to provide accurate arrival and departure times for all visiting ships. It introduces tougher consequences for vessels that repeatedly fail inspections, including the possibility of being banned from UK and other member state ports. In essence, the amendment strengthens the UK's alignment with the Paris MoU inspection regime and ensures consistent, risk-based oversight of visiting ships.

## 5.0 Emergency Response Plan

### 5.1 Assigned areas of responsibility

The Port Marine Safety Code states that the Safety Management System should include preparations for emergencies and that these should be identified as far as practical from the formal risk assessment.

If an incident should occur, we will require robust, reliable and resilient plans and resources to manage the incident and to achieve the best possible outcome in a potentially hostile and hazardous environment.

The BHA Harbour Emergency Plan details responses to emergency situations within harbour limits and approaches. This plan will work alongside the Regional Emergency Plan to enable an appropriate response to incidents in or affecting the Harbour.

Training, exercises and drills will be programmed and completed to test emergency procedures. Records will be maintained by the HPCA and the contractor, procedures will be updated as required following lessons learnt.

All incidents, emergencies and near misses within the Harbour or Approaches should be reported to the Harbour Master at the earliest possible opportunity. This should not detract for the Master's responsibility to react and respond to emergencies etc. on board their vessel.

HM Coastguard is responsible on behalf of the Department for Transport for the co-ordination of Civil Maritime Search and Rescue within the United Kingdom Search and Rescue Region. When alerted or notified by a Harbour Authority or in the event of being the first recipient of an alert or notification HM Coastguard will, after consulting with the Harbour Authority, assist the Harbour Authority by co-ordinating the "Search and Rescue" phase of any Distress incident within the harbour limits. A Distress incident is defined in IAMSAR Manual (Vol. 1) as being a situation wherein there is a reasonable certainty that a vessel or other craft, including an aircraft or a person, is threatened by grave and imminent danger and requires immediate assistance. The Harbour Authority will remain responsible for managing the overall response to any incident within the port limits.

#### Objectives

The objectives of this plan include:

- Use our best endeavours to reduce the vulnerability to and resultant effect of a major emergency.
- Comply with relevant international conventions, legislation, regulation, guidance and industry best practise.
- The plan will define the Harbour Authority's overall emergency management structure and departmental responsibilities, and to define the role of support organisations.
- Ensure that there are adequate resources available to respond to reasonably foreseeable emergencies.
- To reduce Risk to As Low As Reasonably Practicable as required by the Port Marine Safety Code.

#### Scope

The Plan applies within the statutory jurisdiction of the Bridport Harbour Authority limits and approaches.

The Harbour Master is responsible for the implementation of this Plan, and for ensuring stakeholders meets the obligations described in the Plan.

## **5.2 Coordination of incidents inside the harbour (from the pier ends inwards)**

The Harbour Master has overall responsibility for co-ordination and co-operation with other emergency services for any incidents within port limits.

### Commercial shipping

HM Coastguard Solent is the co-ordinating authority for any incident to a merchant vessel unless it is lying alongside a berth.

### All vessels in the harbour approaches

H M Coastguard is the co-ordinating authority for any incident in these areas, in close co-ordination with the Harbour Master, and will call in other services as necessary.

### Craft in the harbour and inner harbour

The Harbour Master has a primary authority for dealing with incidents to vessels on the move farther into the harbour, calling in other services as necessary.

### All craft alongside other parts of the harbour

Craft alongside a berth come under general shore emergency provisions, which mean that the emergency services have the controlling responsibility, in co-operation with the Harbour Master as appropriate.

### On board ship

For incidents arising on board ships, the vessel's Master is in charge of on-board action, in close co-ordination with the Harbour Master and emergency services.

## **6.0 The Plan**

### **6.1 General**

For all marine incidents, the Port of Bridport emergency response is under the overall command of the Harbour Master, reporting to the CHA Duty Holder.

The Port of Bridport only has the capacity to deal with minor marine incidents from its own resources. An incident at port level would require additional expertise and resources. Whilst a major marine incident carries a fairly low probability, it would call for significant resources and expertise from external services. This emergency response would be used in conjunction with Dorset Council Emergency Plans which define all emergency services on the shore side of the harbour and in the region.

### **6.2 Pollution: Bridport Harbour Oil Spill Contingency Plan**

Bridport is exempt from the need to have a full Oil Spill Response Plan but carries small stocks of pollution control equipment. This is located in the stores buildings and harbour staff are fully familiar with its use.

### **6.3 Movements within the harbour during an emergency**

In any emergency occurring within the harbour, movement of other vessels must be controlled and if necessary, stopped while the emergency is dealt with. In extreme circumstances closure of the port may have to be considered. Any decision to control vessel movements or close the port rests with the Harbour Master, in close co-ordination with emergency controllers and the emergency services.

### **6.4 Accessibility**

The berths of Bridport Harbour are unusual in that the vast majority are alongside open public streets. Apart from the massed ranks of parked cars, this makes emergency access exceptionally easy and much the greater part of the port's berths can be reached without difficulty.

On the water, the inner parts of the harbour are narrow and even if a craft got into severe difficulties rescue of personnel at least should be simple. Tidal streams are weak and there is no great danger of persons in the water being swept away. Streams coming down the river may cause danger after a period of prolonged rainfall or in a state of sluicing, but this is managed and controlled by harbour staff at all times.

In the more open waters around the harbour mouth direct support from the shore will be less easy. It is probable that marine rescue services, be it lifeboat or harbour service vessel will be called for.

Should it be appropriate to consider berthing a vessel to effect emergency evacuation, as much information as possible should be obtained from the master about the condition of his ship, crew, passengers and cargo with special reference to any hazardous materials on board. Any need for outside assistance should be ascertained and organised. It is the Harbour Master's responsibility to allocate a berth for any such vessel taken in and ensure all appropriate services are closed up.

### **6.5 Tug and salvage equipment availability**

Aquatic Towage is based at Weymouth Harbour and can be utilised. Tugs are also based at Portland, twenty miles away. Due to their size there may be difficulties for them operating in the Outer Harbour.

There is some limited salvage capacity at Portland which could be mobilised rapidly and extensive salvage equipment available from the Solent, about five hours steaming to Bridport.

The Port of Portland listens 24 hours to VHF Channel 74 for emergency response.

## 6.6 HM Coastguard

The area Rescue Co-ordination Centre (RCC) is at the Fareham HQ, but a district 'mobile unit' is also based in West Bay. The district Coastguard holds access equipment and shore support gear.

Solent Coastguard can be contacted by:

- Telephone 02392 552100 or 999 for an emergency
- VHF Channel 16 or 67

## 6.7 Vessel Master

The vessel Master presides over and has total responsibility for the ship and those who sail on her. The Master runs the ship and has authority over all those on board. The Master is responsible for safe navigation in the broadest sense of the word and ensures that the crews are ready at all times to carry out on board duties as necessary.

The Master will organise duties in such a manner, as to ensure that he/she and their crew can benefit from the legally required amount of rest as stated by The Merchant Shipping (Maritime Labour Convention) (Hours of Work) Regulations 2018 & the Maritime Labour Convention 2006. The Master has the overriding authority and responsibility to make decisions about carrying out those actions the Master deems necessary in order to contribute to the interests of those on board, the ship, safety, health and environment, and to prevent pollution and to request the Company's assistance.

The Master will ensure that legislative and regulatory measures and the operation of the management system are enforced. He/ she implements the environmental and safety policy as described in the ships ISM Compliant Safety Management System. During an incident the Master remains responsible and in command of decisions made onboard his vessel, but will ultimately liaise with the Harbour Master, the Emergency Services, MCA and SOSREP (Secretary of State's Representative) on the actions required to safeguard the safety of life, environment and property. The decision to abandon ship (or evacuate) will always be made by the vessels Masters (or senior surviving officer).

## 6.8 Fire

The local Fire Brigade will attend any ship fire within the port.

### Action:

If alongside within the harbour, call Dorset Fire Brigade Tel. 999

If in the river, call Solent Coastguard VHF Channel 16 or 67 and notify:

- Position
- Whether able to reach an access point and if so which one
- ETA at access point
- Scale of problem
- Number of persons on board
- Type of fire
- Type of cargo
- Type and nature of assistance required

Call Bridport Harbour Office (VHF Ch. 11 or 01308 423222).

## 6.9 Persons in the water

For persons in the water within the harbour, or close to the beaches in West Bay where Harbour Master's vessels patrol, direct and immediate action should be taken by such craft to conduct a rescue, notifying Coastguard of their actions.

For persons in the water outside the confines of the area patrolled by Harbour Master's craft, or if they are not available, action should be taken as follows:

Notify Solent Coastguard VHF Channel 16, dial 999 and notify:

- Ship name
- Inbound/outbound
- State of tide
- Speed of current
- Location
- Number of persons in the water
- Whether local assistance available

Solent Coastguard will decide appropriate response and if necessary will call RNLI, their shore team or other appropriate service.

## 6.10 Initial Communications

In the event of an emergency or incident within the harbour limits mariners should utilise the international distress, urgency or safety messages and procedures to ensure that the most appropriate assistance is provided in a timely manner. HM Coastguard can be contacted via VHF channel 16, or by dialling 999.

A MAYDAY or MAYDAY RELAY message will be utilised by vessels when a vessel or person is threatened by grave and imminent danger and requires immediate assistance. A PAN PAN message will be utilised by vessels when the safety of a vessel, or of someone on board or within sight is threatened, but which does not require immediate assistance.

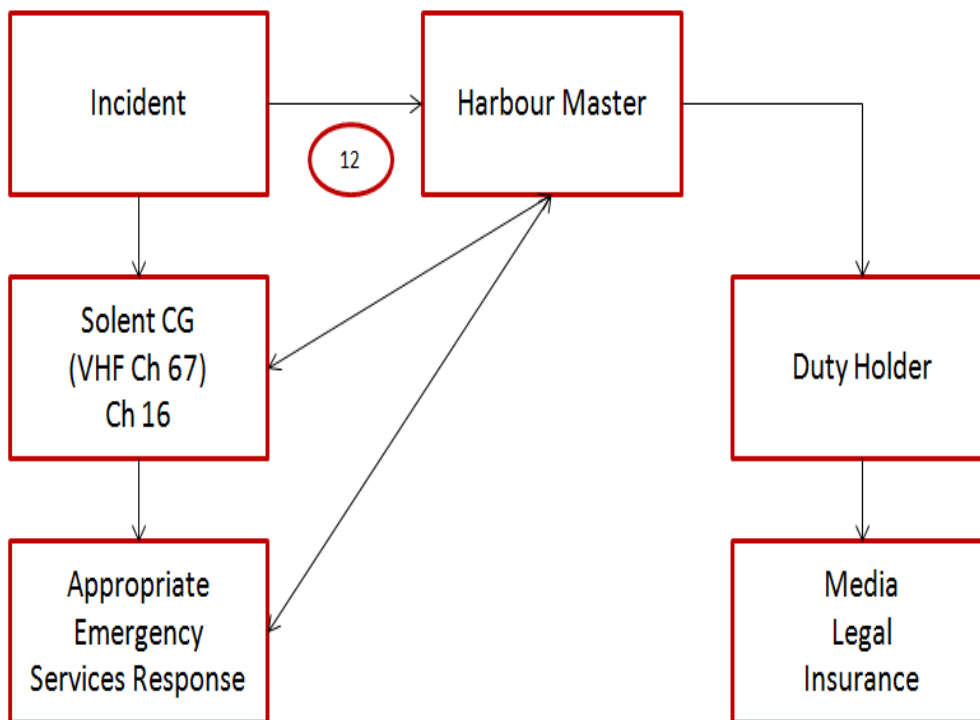
The Harbour Master should be informed of incidents and emergencies within the Bridport Harbour limits or approaches via calling the Office on 01308 423222 or 07980 958422.

## 6.11 Press and Media

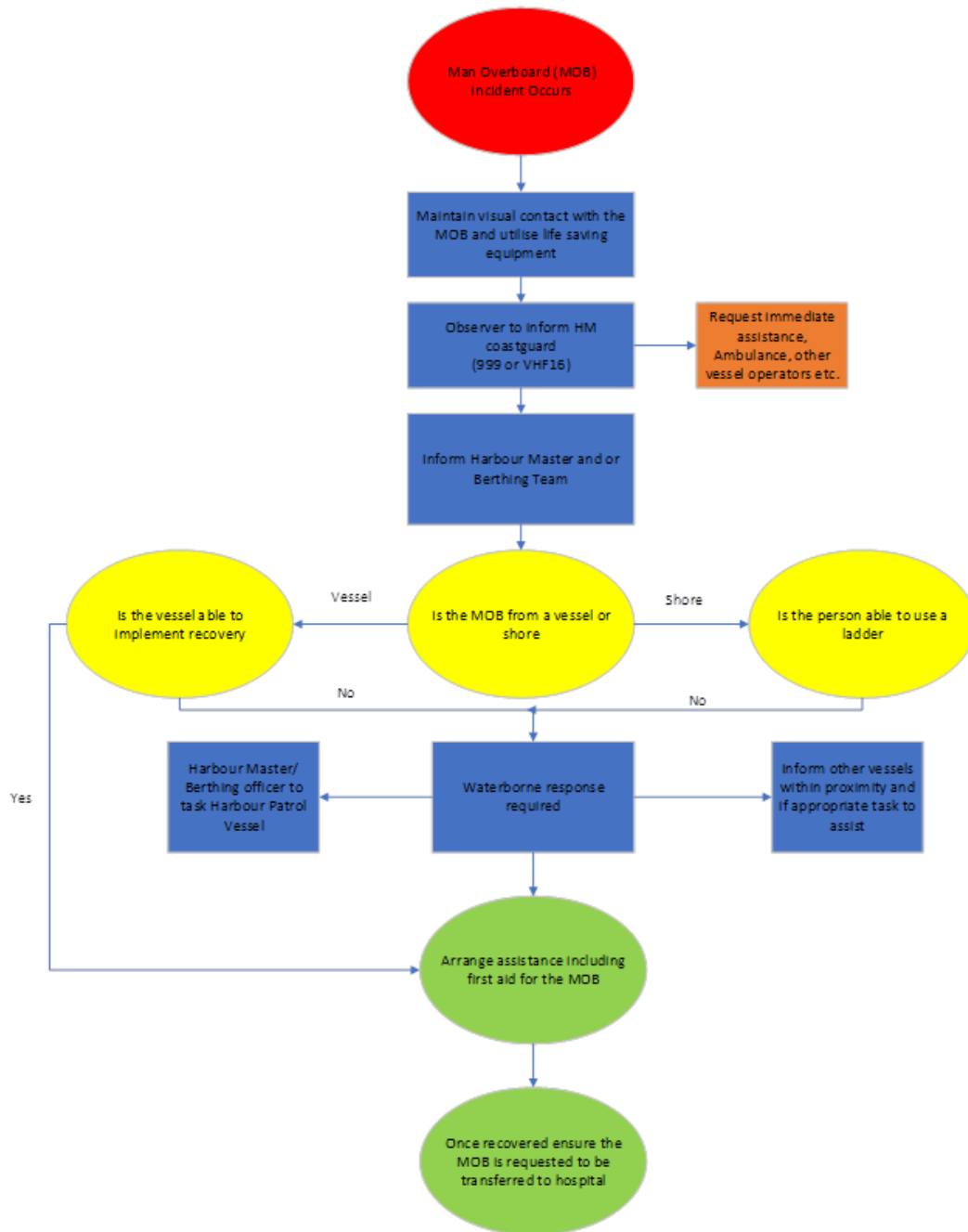
Information to the Public and Press will be channelled through Dorset Communication Team. Staff must be instructed not to make "on the spot" statements to the media unless authorised by the Communication Team. Contact: 01305 838073.

## 7.0 Incident Management Flowcharts

### 7.1 High Level Process



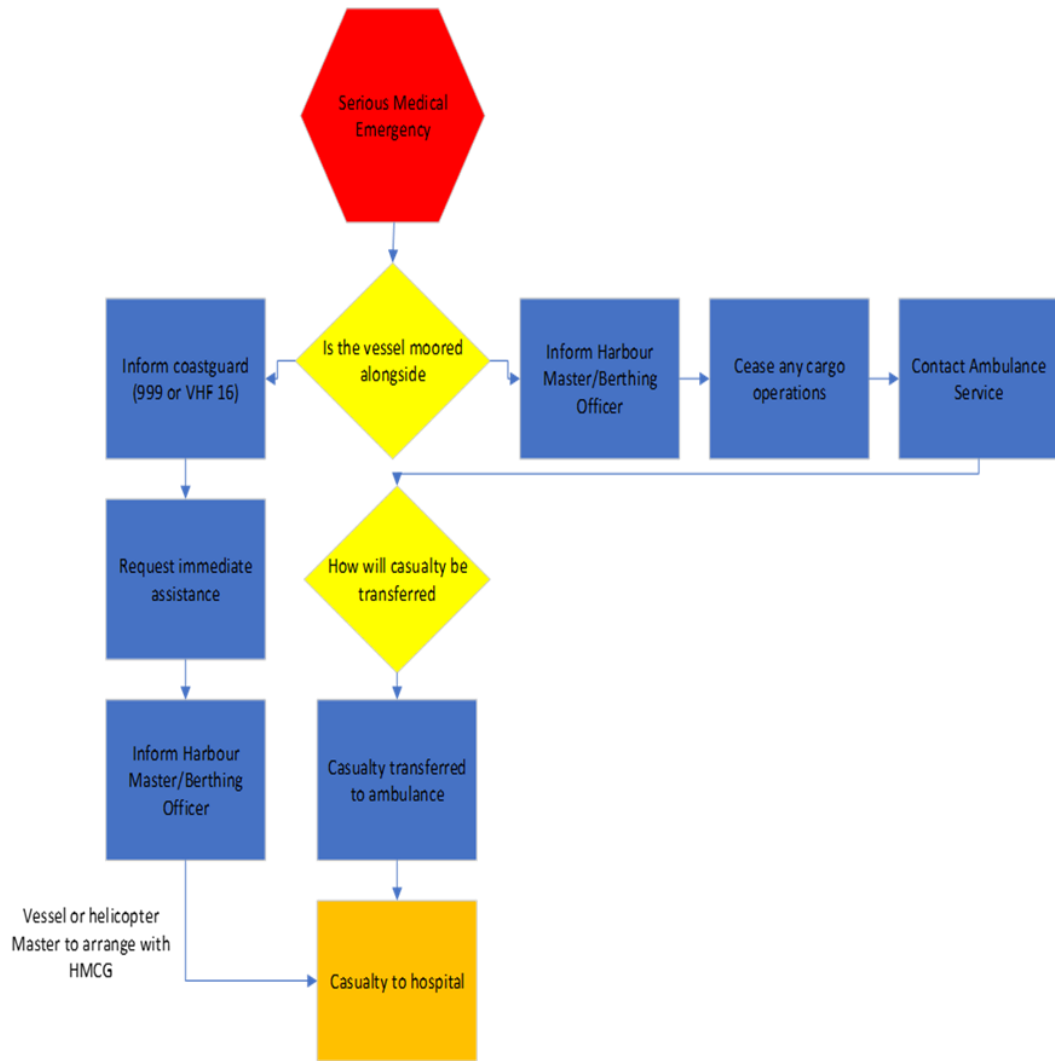
## 7.2 Man Overboard



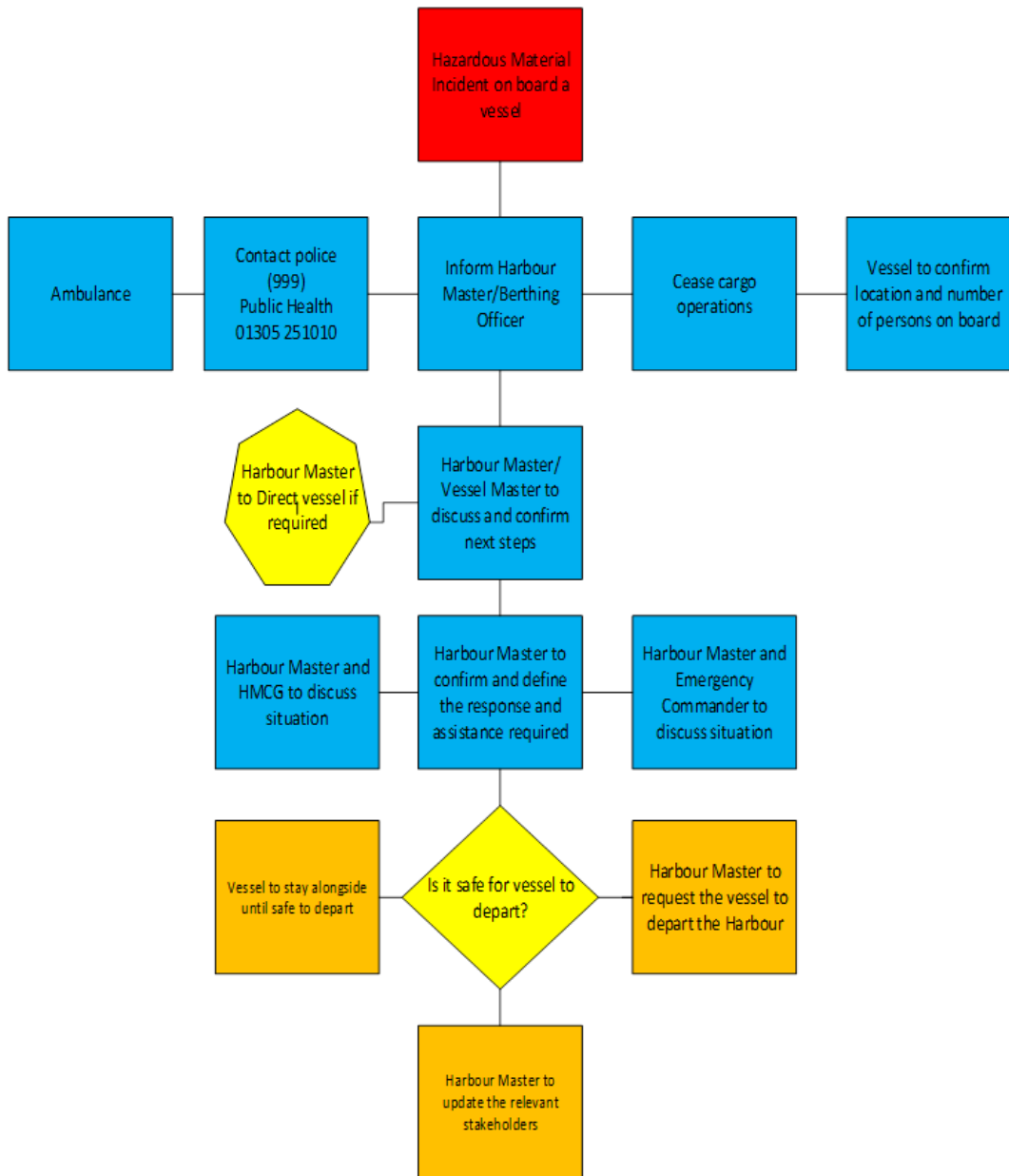
### 7.3 Fire on board vessel



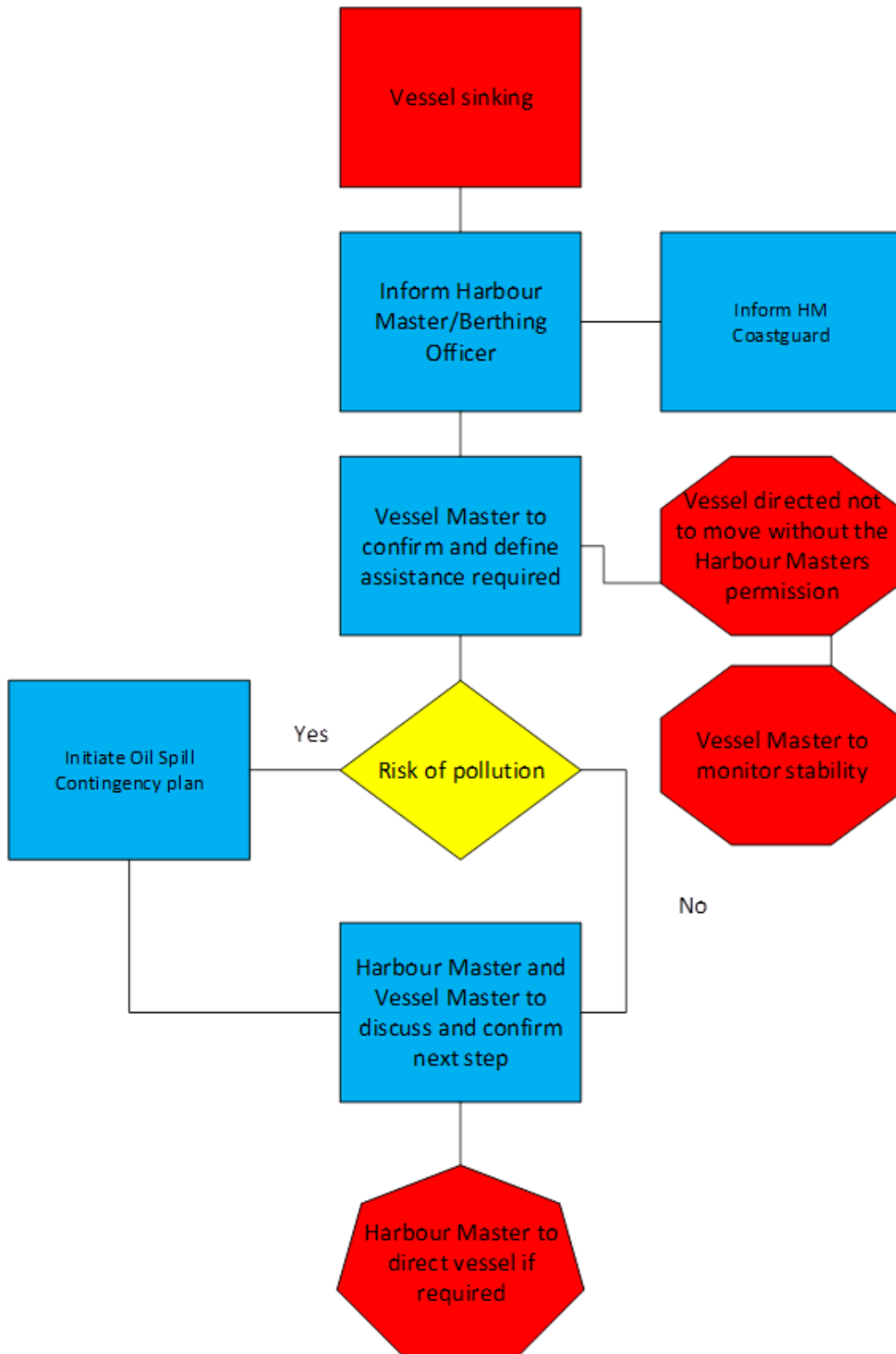
## 7.4 Medical Emergency



## 7.5 Hazardous material incident



## 7.6 Sinking vessel



## 7.7 Vessel collision

