

# ENVIRONMENT AGENCY

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## HARBOUR OF RYE



## MARINE SAFETY IN THE HARBOUR OF RYE



ENVIRONMENT AGENCY

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ENVIRONMENT AGENCY



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## **1. INTRODUCTION**

### **1.1 Background**

### **1.2 Port of Rye - Commitment to the Code**

## **1. INTRODUCTION**

### **1.1 Background**

In July 1998 the Government published a review of the Pilotage Act 1987. The Port Marine Safety Code published in March 2000 followed this review. Harbour Authorities have until the end of 2001 to implement the requirements of this code. This document records the application of the Marine Safety Code in the Harbour of Rye.

### **1.2 Port of Rye - Commitment to the Code**

The Port of Rye welcomes the Marine Safety Code.

The Agency is committed to undertaking and regulating marine operations so as to safeguard the harbour, its users, the public and the environment.

The Agency aims to run a safe, efficient, and sustainable harbour operation for the benefit of all users and the wider community.

The Agency recognises its role as Duty Holder and its responsibility for meeting the aims of the national requirements of the Port Marine Safety Code. The Agency has developed a Health and Safety Management System that is relevant to harbour operations. In preparing this document it has consulted with those who work or use the port and those with a wider interest in the harbour and its environs.

The Agency will review its operations and working practices in the context of the Code on a regular basis.

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## **2. ENVIRONMENT AGENCY (Harbour Authority)**

- 2.1 The Agency and the Harbour of Rye**
- 2.2 Harbour of Rye-Description**
- 2.3 Crown Lease**
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## **2. ENVIRONMENT AGENCY**

### **2.1 The Agency and the Harbour of Rye**

The Environment Agency succeeded the National Rivers Authority on the 1<sup>st</sup> April 1996 as the Harbour Authority for the Harbour of Rye.

Under three Acts of 1720-23 and 1830 the Harbour of Rye was administered by Harbour Commissioners until, in the 1920s, bad gales, the General Strike and the Depression forced the Commissioners towards insolvency. In 1932 the insolvent harbour was formally and legally transferred to the Rother and Jury's Gut Catchment Board. Responsibility passed through successive organisations to the Southern Water Authority, the National Rivers Authority and finally to the Environment Agency.

The Agency has eight regions in England and Wales, with the Harbour of Rye falling within the Southern Region - comprising Kent, Sussex, Hampshire and the Isle of Wight. The Regional office is at Worthing. The Kent Area, with offices at Addington, under the control of the Area Manager, is responsible for all matters concerning management of the harbour.

### **2.2 The Harbour of Rye - Description of the Port**

The Harbour of Rye comprises all the channels seaward of four tidal sluices; the Scots Float, Brede, Tillingham and the Union Sluice (see Map, Appendix iv). The main River Rother runs to the sea via the Scots Float sluice with the Rivers Brede and Tillingham adjoining from the West through the Rock Channel some 3 kilometres from the sea. The harbour dries at low water with all craft taking the ground into soft mud.

The river system is divided into a number of sectors for identification purposes. The Outer Channel (below the HM office), the Middle Channel (Harbour Office to the confluence of the Rock Channel and the River Rother), the Upper Channel (Fish Market to Scots Float Sluice), and the Rock Channel and Strand Quay approaches.

The river and its adjacent banks are further divided between east and west as part of the harbour's Emergency Plan incident area identification.

The commercial wharves are situated on the West bank of the middle channel with Rye Wharf approximately 1.5 kilometres from the sea and the Rye Marine Wharf (not currently active) some 2.5 kilometres from the sea.

The main fishing fleet (25 vessels) is moored to timber staging East of the town, some 3.5 kilometres from the sea. Additional fishing vessels are moored on a timber jetty to the East side of the middle channel near the Harbour Master's office (12 vessels). Smaller fishing vessels and leisure craft are secured on chain moorings on the West side in the vicinity of the RNLI lifeboat station.

Leisure moorings are provided on the western bank of the main river, Rock Channel, Strand Quay Approach and Strand Quay itself, in the heart of the town of Rye. Two low air-draught bridges limit navigation for larger craft to two kilometres of the river above the fish market.

The Harbour Masters office is sited on the eastern side of the river approximately 2 kilometres from the harbour entrance.

The most southerly point of the West side of the entrance is marked by a lit tripod beacon marking the end of a causeway set at Ordinance datum -1.0 metre. This extends North-North Westerly for 50 metres meeting a concrete terminal groyne at a height of O.D. +7 metres. The outer channel is constrained on the western side by steel pilings set at a height of 2.2 metres above O.D. This piling extends to Rye Harbour village a distance of some 2 kilometres.

The eastern side of the entrance is marked by a steel piled pier structure marked by a square steel lighthouse. This structure is some 300 metres North of the western tripod beacon. The innermost end of the pier is constructed at the top of Camber beach, linking into sand dunes. This side of the outer channel is constructed mainly of sloping stone-filled gabion baskets extending to the harbour office. Upstream from the Harbour Office, the middle channel is of natural mud banks naturally which are in balance showing neither overall accretion nor erosion.

The Agency owns land and property, some of which transferred by Statutory Order in 1932, but most of which has been purchased since the Second World War. Some 60 tenancies include easements, enclosed buildings (1,950 sq metres), boat storage grounds (1,860 sq metres), and car parking areas (3,560 sq metres), together with riverbank utilised for boat moorings.

### **2.3 Crown Lease**

With the exception of a number of small, defined areas (e.g. Rye Wharf riverbed), the Authority leases the riverbed from the Crown Estates. A lease was initially signed in 1931 and was renegotiated with the Crown Commissioners under the Crown Estates Act 1961 in 1967. The lease includes all areas of the foreshore wetted by a "Mean High Water Tide". The lease is for a period of 14 years with rent review every 5th anniversary.

The condition of the lease provides for development within the boundary for moorings and other navigational structures and the right to dredge

The Crown lease is a repairing lease that means that the Authority, on termination of the lease, must return the harbour in good repair and condition.

Currently the Environment Agency is negotiating a new long-term lease (50 years) with the Crown.

## **2.4 Management Structure**

The day to day administration and operation of the harbour is the responsibility of the Harbour Master and his Deputy, both full time employees. The Line Manager for these staff is the Kent Area Fisheries, Ecology and Recreation Manager who is based at the Area Office, Addington, Kent. The Area Manager is responsible for all operational matters within the Kent Area, and is a member of the Regional Management Team. The Regional Director for the Southern Region is given delegated responsibilities from the Chief Executive through a formal Scheme of Delegation.

## **2.5 Support Services**

Administrative support is provided at both the local Rye Office (one clerical assistant) and the Area Office (Business Services). Financial services, legal services, public relations and estates management, are delivered from the Regional office at Worthing. The Harbour Master may call on the Agency's direct labour force for routine maintenance. Capital schemes are project managed by the National Capital Project Management section of the Agency.

The Authority has membership of a number of maritime trade organisations including the British Ports Association (BPA), the Ports Safety Organisation (PSO), and the British Ports Industrial Training organisation (BPIT).

## **2.6 Committee Structure**

Under the Harbour of Rye Revision Order (HRO) 1976, provision was made for the Harbour of Rye Advisory Committee (HoRAC).

The HRO describes in detail how this committee is constituted. The members decide upon quorum and procedures and provide advice to the Harbour Authority.

Meetings are presently held three times a year at a venue decided by members. The Authority meets the administrative costs including the secretariat, which presently is provided by the Authority.

A sub committee was formed in 1992 known as the Finance and General Purposes Committee. The agenda is subject to discussion at HoRAC. The sub committee concentrates on matters of a financial or specialist nature and reports to the full HoRAC. It comprises the Chair of HoRAC plus representatives from Fishing, Commercial and Leisure sectors, and a member of the Kent Local Flood Defence Committee. The meeting is chaired by the Area Manager and is attended by the Harbour Master and any other Agency officer who may be called upon to assist in the discussion.

## **2.7 Harbour Manning**

The Harbour Office is normally open from 9.00 to 17.00 daily for 365 days a year. During this period the Harbour Master or his Deputy will usually either be in the office or around the harbour carrying out their normal duties. Where possible the office is manned during the high water periods and other duties away from the office carried out at low water. During the summer office hours are extended when daylight high water falls outside the normal working hours.



## Port Marine Safety Code - Harbour of Rye

Access to harbour staff in the office is by phone, (landline or mobile) fax, E Mail, VHF radio and in person. During the times when harbour staff are away from the office the telephone is transferred to either their mobile phones or to the Agency's 24hr Regional Control Centre (RCC). During commercial shipping movements the Harbour Office is always operational as Port Control. Outside normal hours when harbour staff are not on duty the telephone is transferred to the 24hr RCC who if necessary will call upon the Harbour Master, Deputy Harbourmaster, Area FER Manager or Area Manager as appropriate.

### **3. HARBOUR LEGISLATION - DUTIES**

- 3.1 Merchant Shipping Acts**
- 3.2 Harbour Docks and Piers Clauses Act**
- 3.3 Dangerous Vessels Act**
- 3.4 Pilotage Act**
- 3.5 Local Light House Authority**
- 3.6 The Dangerous Substances in Harbour Area Regulations 1987**
- 3.7 Powers Relating to Pollution**

### **3 HARBOUR LEGISLATION - DUTIES**

#### **3.1 Merchant Shipping Acts**

The Merchant Shipping Act 1995 consolidated the earlier Merchant Shipping Acts and included a number of amendments.

The Merchant Shipping Act (MSA) gives direction on a number of navigational safety functions including provision and maintenance of lighthouse/beacons and buoys, removal of wreck, and maintaining a clear channel. Other recent provisions include control of vessels carrying dangerous goods, and dangerous vessels themselves. Under sections 85 and 86 of the MSA the Secretary of State has powers to make regulation with regard to the Prevention of Collision at Sea. All vessels whilst in UK waters and all waters connected therewith navigable by seagoing vessels (including the Harbour of Rye) must observe the International Regulations for Preventing Collision at Sea.

#### **3.2 Harbours Docks and Piers Clauses Act**

This establishes the principal of an open port and section 52 authorises the Harbour Master to give direction to vessels on arriving, sailing or moving within the harbour limits.

##### **3.2.1 Competent Harbour Authority**

By virtue of the Harbour Revision Order 1976 and the Pilotage Act 1987 the Harbour Authority is deemed a Competent Harbour Authority (CHA).

The Harbour Authority is also a Local Lighthouse Authority under the 1995 Merchant Shipping Act.

The Harbour Authority has statutory powers to regulate shipping into the port and as a statutory undertaker is required to prepare documents as identified in the Port Marine Safety Code.

### 3.2.2 Harbour Revision Order (1976)

The "Harbour Revision Order" was made in March 1976 and came into operation on 25 May the same year. The Order gives definitions and a list of enactments that were incorporated, together with general and specific outlining powers available to the Harbour Authority. It details the establishment of an advisory committee which is consulted on all matters of policy relating to the development and administration of the harbour and to matters concerning changes to navigation marks and channels.

The Agency regularly assess the desirability of reviewing the Harbour Revision Order with a view to include additional powers and duties and appropriate penalties.

### 3.2.3 Port Limits

The Harbour Revision Order 1976 section 4(1)(2) clearly defines the harbour limits for which the Authority has authority.

Roughly, the harbour limits encompass an area extending some 100 metres seaward and to the East and West of the harbour pier heads extending the length of the river Rother as far as Scots Float Sluice, and extending into the Rock Channel as far as Brede and Tillingham Sluices. Except that, an area adjacent and including Rye Wharf is excluded from harbour limits, and an area known as North Point Lake (old gravel quarry to the East of the middle Channel) is included within the limits.

### 3.2.4 Harbour Byelaws and Additional Powers

Under the 1976 Harbour Revision Order Harbour Byelaws were made following consultation with harbour users.

The Environment Agency also has certain powers under the Water Resources Act 1989, and the Environment Act 1995 for matters including the management of waterways for navigation.

By virtue of section 21 of the Sea Fish Industry Act 1951 (amended), Rye is a Fisheries Harbour.

## 3.3 Dangerous Vessels Act

This Act was published in 1985 and gives the Harbour Master powers to prohibit a ship from entering, or to require a ship to leave the harbour where this is necessary to avoid the danger of a serious accident. The Act does not entitle the Harbour Master to exclude a ship simply because, in his view, oil leaking from the ship may cause a pollution.

The Secretary of State can override the Harbour Master's decision if he considers it right to do so for the common good. Penalties for disobeying a direction are high (£25,000), but the Act does not affect vessels of less than 24 metres LOA.

### **3.4 Pilotage Act**

Prior to 1987 Pilotage at Rye was under the management of the Corporation of the Trinity House of Deptford Strond. A sub-commission met once a year, or when it was considered necessary, in order to conduct enquiries into accidents. Membership comprised six local business people not necessarily having marine interests.

In 1987 the Pilotage Act was published which, in essence, transferred the responsibility to Port Authorities, particularly those deemed to be competent. These ports became Competent Harbour Authorities.

The Port of Rye has a non-executive Pilotage Committee which is chaired by the Area Manager and meets twice a year, or more frequently if necessary.

The Act provided for ships' masters to apply for Pilotage Exemption Certificates (PEC). Following successful examination the Authority cannot reasonably refuse to issue a PEC.

A Pilotage Direction was made in 1988 making pilotage compulsory for all vessels over 30 metres LOA together with other requirements for ship masters and owners.

Currently the Harbour Master and his Deputy are fully licensed pilots and additional pilot is employed to carry out much of the pilotage.

### **3.5 Local Lighthouse Authority**

Under section 195 of the Merchant Shipping Act 1995, the Corporation of the Trinity House of Deptford Strond, commonly known as "The General Lighthouse Authority" (GLA), has overall responsibility for the provision of lights for England, Wales and adjacent Seas and Islands.

Section 193 (2) (a) of the MSA makes provision for statutory harbours to be responsible for the provision and upkeep of navigational aids within harbour limits - commonly referred to as "Local Lighthouse Authorities" (LLA).

The Harbour of Rye is responsible for some 60 navigational aids. A Fairway Buoy situated outside harbour limits is now the responsibility of Trinity House. Any changes that the Authority may wish to make to the existing aids, or any provision of new aids, requires the Authority to consult with the users before applying to the Trinity House for approval to alter/install such aids.

### **3.6 The Dangerous Substances in Harbour Areas Regulations 1989**

The Harbour Master has powers to Regulate or prohibit the entry into or, require the removal from, or regulate the handling, movement or position of any dangerous substance as defined in Regulation 1 (2) of the Merchant Shipping Act (Dangerous Goods) Regulations 1981. Dangerous Substance means any substance which by reason of its characteristic properties, creates a risk to the health and safety of any person when the substance is in a harbour or harbour area.

The Harbour Master must be informed, not less than 24 hours before the arrival of, or the movement of dangerous substances within the harbour.

The Dangerous Substances in Harbour Areas Regulations are presently under review (2001).

### **3.8 Powers Relating to Pollution**

The Harbour Master has powers, under the Merchant Shipping Act (Section 144) and under the Merchant Shipping Acts (Prevention of Oil Pollution) Regulation 1996. These powers enable him to detain a ship where he has reason to believe that the master or owner has committed an offence under Section 133 of the Act by discharge from the ship of oil, or mixture containing oil into the waters of the harbour.

Under Section 2 (1) of the Prevention of Oil Pollution Act 1971 any person who discharges oil, or mixture containing oil, from a place on land into the territorial waters of the United Kingdom and inland waters shall be guilty of an offence. The Harbour Authority has enforcement powers.

## 4. ACCOUNTABILITY FOR MARINE SAFETY

### 4.1 Reporting Lines

### 4.2 Duty Holder

### 4.3 Designated Person

## 4. ACCOUNTABILITY FOR MARINE SAFETY

### 4.1 Reporting Lines

The Environment Agency is a corporate body consisting of a Board of 8 to 15 Members. The Chief Executive is a member of the Board and is the Chief Accounting Officer. Responsibility for regulation and operations is delegated to Regional Directors through the Director of Operations in accordance with a formal Scheme of Delegation.

### 4.2 Duty Holder

Responsibility for the Harbour of Rye is formally designated by the Environment Agency Board through the Scheme of Delegation to the Regional Director of Southern Region who is accountable for health and safety and for operations in that Region. In particular, under the Scheme of Delegation, the following accountabilities are specified:

SUBJECT	DELEGATION	
	REGION	AREA
1. Exercise of the powers and duties of a Competent Harbour Authority under the Pilotage Act 1987		Area Manager and Area FER Manager (Kent)
2. Approval of Officers to act as Harbour Master for the Harbour of Rye.	Regional Director	
3. Appointment of Agency representatives to Harbour of Rye Advisory Committee under Paragraph 29 of Harbour of Rye Revision Order 1976	Regional Director	

As responsibility for the appointment of Harbour Masters, setting of harbour dues, authorisations of pilots, making of byelaws, etc, rests with the Regional Management Team under the chairmanship and responsibility of the Regional Director, strategic oversight of the harbour rests at this level. The Agency has affirmed that the Regional Director is the "Duty Holder".

In March, July and November written reports on harbour activities are presented to the Regional Management Team and they are advised of other key issues as they arise.



#### 4.3 — Designated Person —

The Regional Safety Advisor advises the Regional Director on all issues pertaining to health and safety and implementation of the Health and Safety Management System. The Advisor is independent from line management of local operations, including harbour operations, and as such investigates safety incidents. There is direct access to the National Health and Safety Advisor who in turn has direct access to the Agency's National Board. The Agency has affirmed that the Regional Health and Safety Advisor is the "Designated Person"

## **5. CONSERVANCY DUTIES**

### **5.1 Hydrography**

- 5.1.1 Sediment Movement
- 5.1.2 Harbour Mouth
- 5.1.3 Rye Wharf
- 5.1.4 Harbour Bed Surveys

### **5.2 Admiralty Charts**

### **5.3 Prevailing Conditions**

### **5.4 Aids to Navigation**

- 5.4.1 Harbour Approaches
- 5.4.2 Harbour Navigation Aids
- 5.4.3 Maintenance Targets

### **5.5 Anchorages**

- 5.5.1 Rye Bay
- 5.5.2 Margate/Deal

### **5.6 Wrecks**

- 5.6.1 Powers
- 5.6.2 Causes
- 5.6.3 Marking and Promulgating information
- 5.6.4 Removal
- 5.6.5 Seizure/sale

### **5.7 Reviewing Changes**

### **5.8 Harbour Works**

## **5. CONSERVANCY DUTIES**

### **5.1 Hydrography**

#### **5.1.1 Sediment movement**

As the flood tide is stronger than the ebb, the incoming tide carries with it silts that fall out of suspension where the tide meets the sluices, or slows down where the river widens. The main areas of seasonal accretion are the Strand Quay and the Scots Float Sluice. Fluvial flows scour the channels in winter.

The main navigation channels are in balance, rarely diverting or changing course. These channels have been identified and marked with aids as necessary.

In 1995 the Authority embarked on a programme of regular surveys at Strand Quay. These were initially conducted at least 6 times a year, now quarterly, and the findings are made public and distributed to members of HoRAC. It is on the basis of these surveys that judgements about the maintenance and marking of channels are made.

#### 5.1.2 Harbour Mouth

The harbour entrance has a sand bar extending from the tripod beacon, near the, West pier, in a south easterly direction for about 250 metres. Its shape and profile changes as a result of weather and tidal influences. During periods of heavy fluvial flows outgoing fresh water, which would normally be diverted by the presence of the bar to the south east, has the effect of cutting straight through, resulting in an island to the east of the harbour. The height of the sand bar has not been known to rise above Ordinance Datum (Newlyn) -2.5 metres. The variance over a five year period has been between OD -2.9m and -2.7m. The direction of the deep water channel changes course and this is monitored by the pilots/Harbour Master on a regular basis, particularly following storm conditions. At low water the channel is readily observable. The main channel bed at the entrance is set at O.D.-3.3m.

Inshore from the pier heads the height of the river bed varies from time to time, as a result of storm and fluvial flow conditions. Shingle occasionally accumulates to a height of O.D. (Newlyn) -1.4m near to the No 1 white light on the Eastern pier. This occasional build up is periodically removed as part of the Agency's shingle recycling programme. The west pier is the terminal groyne for the collection of material moved naturally along the coast as a result of littoral drift.

#### 5.1.3 Rye Wharf

The bed rises between the Outer and Middle Channel in the vicinity of the Rye Wharf. In 1967/8 a 184 metre timber wharf was constructed on the west bank of the river above the village of Rye Harbour. The wharf is located on the inside of a natural bend in the river and set back approximately 25metres from the main line of the river. The width of the channel allows an area of accretion some 50 metres in length and 15 metres wide just eastwards of the centre of the river causing the channel to divide. The main flow scours the wharf frontage with a lesser flow diverted to the east of the formed bank. The depth of water over this bank varies from between OD (Newlyn) - 0.9m to OD -1.4m, influenced by fluvial flows.

This area was surveyed in 1993, and is regularly inspected at low water by the Harbour Master and the pilot. A similar inspection is made of the river bed. The bed alongside the berth is set at a depth of OD (Newlyn) -1.3m and. The wharf owners survey the berth annually, a condition of the public and general liability insurance. They also own the river bed from the wharf frontage (184 metres) extending approximately 30 metres towards the centre of the river.

#### 5.1.4 Harbour Bed Surveys

Recently, a box-shaped area, approximate dimensions 400m x 500m, that includes the harbour entrance and the main approach channel, has been surveyed. This will shortly be plotted and made available to harbour users.

The Agency will continue to review the frequency of future surveys of the harbour entrance. Regular inspections will be made by harbour staff and pilot so that knowledge of the deep water channel is updated. Upstream of Rye Wharf the bed level of the main navigation channel remains fairly static at a depth of OD (Newlyn) -0.6 metres. Most accretion of material occurs in the moorings at the edge of the channel. The confluence of the River Rother and Rock Channel was surveyed in 1999 with similar water depths to those recorded in the 1870 surveys

Sussex Sea Fisheries byelaws prohibit fishing nets and fixed engines being laid or anchored in a box 400 metres wide which extends from the harbour mouth to the Rye Fairway Buoy

## **5.2 Admiralty Charts**

The Port is included in Admiralty Charts No. 536 (Beachy Head to Dungeness). Chart No.1991 gives an overview of the port and its approaches. Survey of depths to the approaches were last completed in 1995.

The Authority has produced small chartlets for information for visiting yachts which give the position of lights and beacons. All visiting vessels are required to call at the Harbour Office to enable water depth information to be given verbally by harbour staff as this is dependant on state of the tide at any given time. The harbour dries completely with all vessels settling into soft mud. Rye based craft are fully aware of the regime and tide tables are made available to all users.

The Authority will continue to survey the Strand Quay mooring site 4 times a year to provide advice to visiting yachts and determine future dredging requirements. Leading marks show the deep water channel. The confluence of the River Rother and the Rock Channel will be monitored on a regular basis with navigation marks moved as necessary to advise on the deepwater channel. The harbour entrance will be subject to frequent visual inspections both at low water and at high water. Echo sounding equipment is used from harbour craft when it is suspected that weather conditions may have affected the regime.

## **5.3 Prevailing Conditions**

Daily meteorological forecasts are displayed outside the Harbour Office. Real time weather information is constantly displayed at the Harbour Office and an update may also be obtained by contacting the Harbour Master.

## **5.4 Aids to Navigation**

### **5.4.1 Harbour approaches**

The Harbour of Rye is situated in the English Channel within a bay known as Rye Bay. The Bay is contained within two promontories, Dungeness Point and Fairlight Head. Dungeness is marked by a lighthouse showing a sector light characteristic Fl. W. ev. 10s 40M. Fog Horn 3 bl. ev. 60s. (In December 2000 the light was downgraded in intensity). The Royal Sovereign Light tower characteristic Fl. ev 20s. 28M. Fog Horn 2 ev 30s. is positioned off Beachy Head 20 miles to the WSW of the harbour.

The south west shipping lane, English Channel separation area, is marked by Channel separation buoys at intervals. The two buoys of importance for vessels arriving at Rye being the CS 2 and CS3 buoys. These aids are owned and maintained by the Trinity House and are of importance for all vessels programmed to visit Rye or to anchor in the Roadstead. Fairway Buoy (Fl. R. ev. 10 Sec.) is positioned at a distance of 1.8 miles on a bearing of 149 degrees true from the lit tripod beacon on the western harbour arm

Details of port navigational aids and warnings are available from several publications including, World Ports, Lloyds Ports of the World, Macmillan/Reeds Almanac, Channel Pilot, part one "South Coast of England" together with a number of other aids published from time to time by commercial sources.

#### 5.4.2 Harbour Navigation Aids

The navigation marks are under the overall control of Trinity House, the General Light House Authority, with day to day management the responsibility of the Harbour Authority as Local Lighthouse Authority. Some 60 Navigation Aids including buoys, beacons, withies, lights, traffic signal lights and a foghorn are maintained by the Harbour Authority. The Channels are marked by a series of 60 beacons, poles and perches. Approximately a third of these markers are lit. Two lit buoys mark the confluence of the Rock Channel.

#### 5.4.3 Maintenance Targets

The Harbour Authority will ensure that, as far as is possible, failed lights and damaged beacons will be repaired in line with performance targets as identified in the IALA (International Association of Light House Authorities) specifications.

Reviews of the needs for Aids to Navigation will continue in light of technological advances, changes to requirements under IALA and harbour developments.

### 5.5 Anchorages

#### 5.5.1 Rye Bay

Rye, being a tidal port, is only available to deep drafted vessels for about an hour either side of the high water. All ships arriving at times other than high water will need to anchor at a safe place. Rye Bay offers a safe anchorage at a position 1 cable NNW from the charted position of the Fairway Buoy (Lat. 50° 54.3"N Long. 000° 48.2"E) when the wind direction is from 260 degrees through north to 090 degrees (off the land). The prevailing wind is south westerly and little shelter is afforded for small craft in Rye Bay.

Passing places are provided at either end of the outer channel for smaller vessels to shelter during commercial traffic movements.

#### 5.5.2 Margate/ Deal

Further anchorage as defined on Admiralty Chart No. 2451 is located at the west roads 3 miles W x S of Dungeness Point, and to the east roads at a position 2 miles N x E of Dungeness Point. Both these anchorages are adjacent to military firing ranges and information can be sought from the range co-ordinator on VHF Ch.74.

Vessels requiring prolonged anchorage can proceed to "The Downs" (off Deal in Kent and some 4 hours steaming from Rye) or Margate Roads (off Margate and some 6 hours steaming from Rye). Occasionally vessels anchor off Eastbourne but little shelter is afforded at this location and it is not recommended. The Harbour Master is always available for advice on the best place to anchor with consideration to existing conditions.

## **5.6 Wrecks**

### **5.6.1 Powers**

Section 252 of the Merchant Shipping Act 1995 and Section 56 of the Harbours, Docks and Piers Clauses Act 1887 provide the harbour authority with powers to deal with wrecks specially if they are, in the opinion of the authority, likely to become an obstruction or danger to navigation.

### **5.6.2 Causes**

The harbour is a drying harbour and arrival and departure of craft is tide dependant. Provision is made within the bylaws for all craft to report to the harbour master, but in practice Rye Harbour based craft, in particular the fishing fleet, navigate to and from sea without let or hindrance. As an open port craft may arrive unannounced, either under their own steam, towed by other craft, or under the direction of the RNLI. It is these latter craft that cause concern with risk of sinking in the main channel. Other causes of wrecks include, explosions, violent foundering and general lack of care.

### **5.6.3 Marking and Promulgating Information**

Where a wreck causes an obstruction in the main channel or harbour approaches it is marked by buoys and a local Notice to Mariners issued warning of the danger. The Harbour Master can close the port by displaying international signals from the harbour office, in addition to regular broadcasts on VHF radio. The Maritime Coastguard Agency (MCA) when informed will also broadcast regular warnings. The Hydrographic Office at Taunton, Somerset will also be advised enabling international broadcasts to shipping as necessary.

### **5.6.4 Removal**

The owner of the wreck will be instructed to remove the wreck forthwith. If the owner is not in a position to arrange such recovery the Authority will proceed to clear/remove or destroy the hazard. Where the Authority takes action assistance will be sought (under the Harbour Emergency Plans) from the Fire Brigade, other harbour craft, or any other contractor with specialised skills/equipment.

In more serious cases the Secretary of State's Representative (SOSREP) will be informed, who may take measures under the National Contingency Plans for Marine Pollution from Shipping and Offshore Installations.



**5.6.5 Seizure/Sale**

Vessels that become a wreck outside the main navigation channel on river banks, saltings or other private land below MHW and within Harbour limits may be removed under permissive powers, but recovery of costs through sale can prove difficult, particularly where the vessel has no residual value. The Authority will take steps to identify craft that moor in the harbour where the owners appear to have abandoned their responsibility.

**5.7 Reviewing changes**

Every attempt is made to ensure publications providing aid to passage into the Harbour of Rye are updated on a regular basis.

**5.8 Harbour Works**

All works to structures within the harbour will be assessed in relation to their danger to navigation. The Harbour Authority will seek to have these risks minimised. The work will be notified through local Notice to Mariners together with regular broadcasts of any dangers. Craft involved in harbour works will display regulation signals as required.

## **6. HARBOUR FINANCES**

### **6. HARBOUR FINANCES**

The Environment Agency as a non-departmental public body and its principal sponsor in government is the Department of Environment, Food and Rural Affairs (DEFRA) which is responsible for supervision of the Agency's financial controls through the Financial Memorandum.

The Secretary for State for the Department of Environment, Food and Rural Affairs, with the consent of the Treasury and in accordance with section 45 of the Environment Act 1995 gives Direction to the Environment Agency on the requirements for the preparation of its annual accounts.

There is no requirement to produce separate accounts for the Harbour of Rye. the Agency does, however, produce financial statements and an annual trading statement for the Harbour of Rye Advisory Committee (HoRAC) in order to assist in their provision of advice to the Agency.

The Agency publishes in advance a notice of HoRAC meetings and copies of the papers and draft minutes are made available in the local library. Meetings are open to the public except for confidential matters identified on the agenda.. HoRAC is consulted annually on proposed changes to all harbour charges and their comments are forwarded to head office via the Regional Management Team.

The Regional Management Team reviews all expenditure for Southern Region monthly and ensures there is adequate provision to fund safety works in the harbour.

## **7. HARBOUR ACTIVITIES**

### **7.1 Sheltered Waters**

### **7.2 Leisure**

- 7.2.1 Background
- 7.2.2 Cruisers
- 7.2.3 Dinghies
- 7.2.4 Visiting Craft
- 7.2.5 Personal Watercraft
- 7.2.6 Water Skiing
- 7.2.7 Charter Vessels
- 7.2.8 Diving
- 7.2.9 General Public

### **7.3 Fishing**

### **7.4 Commercial**

## **7 HARBOUR ACTIVITIES**

### **7.1 Sheltered Waters**

Historically the river systems forming the harbour were the only sheltered waterways on the SE coast of England. Commercial activity, sailing and fishing have been a feature of the harbour since Roman times. This is still the case today although the provision of marinas to the east and west of Rye Bay has affected the leisure interests.

### **7.2 Leisure**

#### **7.2.1 Background**

The harbour has some 450 moorings for leisure craft up to a length of 12 metres. At presently only about 320 vessels are moored at Rye. The Authority owns and maintains approximately 150 moorings with the remainder under private ownership, usually operating from riverside land leased from the Agency. There is no sail boarding activity in the harbour and very little canoeing. Swimming and the use of associated floating toys are actively discouraged.

#### **7.2.2 Cruisers**

Cruiser sailing activities are, in the main, confined to weekends during the months of May to September. With some three miles of river, craft lift from the riverbed progressively dependant upon location in the harbour and draft, the last vessels to lift on the incoming tide are leisure craft berthed along Rock Channel. These leisure craft tend to proceed to sea and return within two to three hours.

### 7.2.3 Dinghies

A small dinghy section operates from the public slipway adjacent the Rye Harbour Sailing Club, Rye Harbour village. There are no more than about 8 afloat at any one time and they tend to sail in the river or at sea near the river mouth when the weather permits.

### 7.2.4 Visiting Craft

About 500 craft visit Rye annually mainly from UK or French ports with a significant number from Holland and Belgium. Depths within the harbour are consistent with published advice and all visitors are advised to stop at Admiralty Jetty for information from the Harbour Master. Visiting craft are given specific advice on berthing and passage upstream to the visiting berths at Strand Quay.

### 7.2.5 Personal Watercraft

Personal Watercraft launch at the public slipway at Rye Harbour village and are permitted to proceed directly to sea keeping speeds within limits set by the harbour byelaws.

### 7.2.6 Water Skiing

A section of the harbour above the low air draught Monkbretton Road Bridge provides a segregated area for water skiing. Under the 1976 Harbour of Rye Byelaws Water Skiing is permitted following written authorisation of the Harbour Master.

The Rye Water Ski Club was formed in 1965 and has a committee that in consultation with the Harbour Master set rules to control the activities of members.

### 7.2.7 Charter Vessels

Two craft are moored at the Admiralty Jetty and employed in chartering for fishing parties. Both craft are licensed under the Safety of Small Boats & Pilot Boats Code of Practice (The Brown Code). These craft take between 4 and 8 persons to sea dependant on the conditions of the licence up to 20 miles from a safe haven. Each craft may undertake 100 trips per annum.

### 7.2.8 Diving

One vessel moored at Admiralty Jetty is engaged in leisure diving and is licensed under the Small Boats safety code. The owners operate a Safety Management system specific to its diving activities.

### 7.2.9 General Public

Areas of the harbour permit public land access, principally at the Strand Quay, Fish Market and Harbour Office. Life saving equipment is provided at strategic locations

### **7.3 Fishing**

At Rye about forty vessels are employed in the fishing industry berthed at three locations. Eighteen vessels are moored to timber staging at the Fish market Quay east of the town citadel. Nine vessels are secured to the Admiralty Jetty near the Harbour Office and thirteen craft engaged in fishing on a part time basis are secured to chain moorings situated on the western bank adjacent the village of Rye Harbour. Fishing activity continues throughout the year dependant on the species available. Few vessels go further than ten miles from the harbour mouth.

Fishing vessels leave and enter the harbour at times largely dictated by the location of their berth within the harbour. In general they tend to either sail or return very early or very late in the tidal cycle. Few vessels navigate the river systems within two hours either side of high water thus segregating themselves from commercial and leisure traffic.

### **7.3 Commercial**

Before 1967 commercial shipping was directed to the Strand Quay, Rye. In 1968 a 184m berth was constructed on the western side of the river above Rye harbour village, used mainly for the reception of timber. In 1990 a second berth was constructed 8 cables further inland on the western side of the middle channel and dedicated to the reception of sea won aggregate. (This berth closed in 1995 and remains dormant).

Commercial traffic waned in the early 1990's but has revived since ownership of the main wharf changed in 1999, this year receiving 103 vessels up to 85 metres delivering 132,063 tonnes aggregate from North France, North Wales, Cornwall and Calais.

## **8 — RISK ASSESSMENT AND SAFETY MANAGEMENT**

- 8.1 Safety Policy**
- 8.2 Organisation and Structure**
- 8.3 Duties and Responsibilities**
- 8.4 Health and Safety Management System**
- 8.5 Health and Safety Audit Process**
- 8.6 Reporting and Investigating Internal Incidents**
- 8.7 Risk Assessments**
- 8.8 Investigating and Reporting External Incidents**
- 8.9 Emergency Planning and Response**
- 8.10 Consultation**

## **8 RISK ASSESSMENT AND SAFETY MANAGEMENT**

### **8.1 Safety Policy**

The Environment Agency has in place Health and Safety Management Procedures supported by a Health and Safety Code of Practice Manual and a Health and Safety Risk Management manual.

The Environment Agency general Health & Safety Policy Statement applies to the Harbour of Rye (Appendix i). The Chief Executive has primary responsibility for the harbour. The Director of Operations, Regional Director, (Southern), Kent Area Manager, Area FER Manager and Harbour Master equally have responsibility for matters of Health and Safety within their control.

The Agency has a Non Financial Scheme of Delegation that delegates responsibilities through the Agency.

The harbour works within the Agency's framework and contributes to achieving the same aims:

- Promotion of awareness about public safety issues is consistent with the Agency wide approach and particularly the approach of other Navigations within the Agency.
- The Harbour will ensure it fully utilises relevant professional and Health and Safety training courses available.

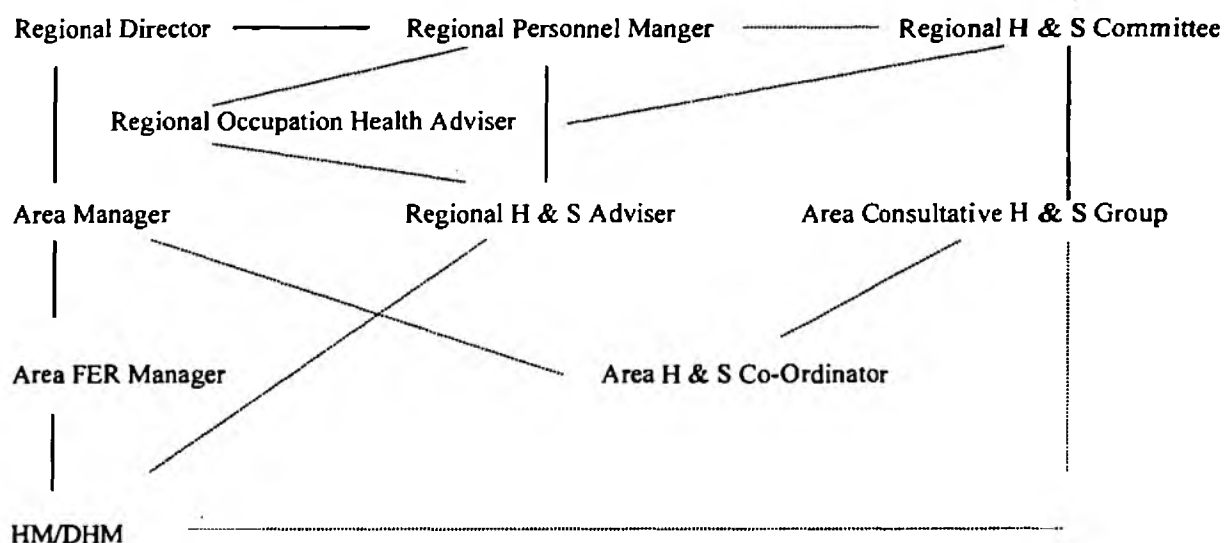
The Agency Occupational Health Policy will apply to harbour staff and line management.



## 8.2 Organisation and Structure

The Regional qualified (M10SH) Health & Safety Advisor and other persons similarly needed to discharge Health and Safety duties will advise on the arrangements necessary to meet the harbour's legal obligations in respect of Health & Safety, eg Regional Electrical Advisor.

### ORGANISATIONAL CHART



The Agency will maintain membership of the BPA, BPIT. Officers with responsibility for the Harbour will seek advice from the above organisations and the MCA.

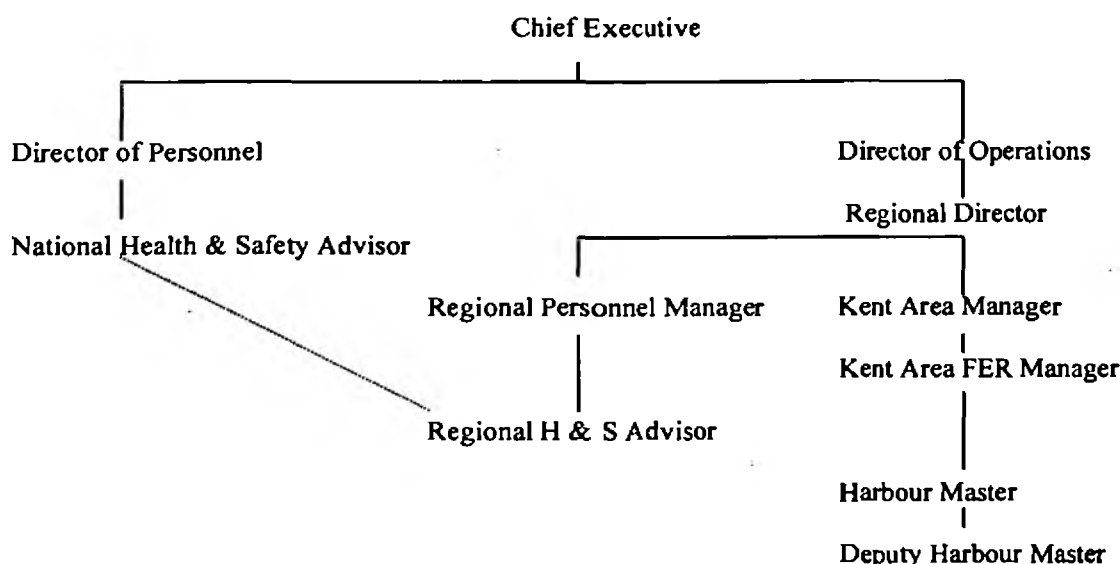
The Agency has an Occupational Health Scheme and the general arrangements of this scheme are applicable to all harbour employees who are represented through line management and Trade Union representatives as appropriate.

## 8.3 Duties and Responsibilities

These are fully specified in the Environment Agency's Health & Safety Management Procedures Manual. The Chief Executive has the legal duty to ensure the safe conduct of the Agency's activities. The Director of Personnel is accountable to the Chief Executive for Health & Safety Matters. The National Health & Safety Manager reports to the Director of Personnel and prepares Executive Group reports on Health & Safety performance, has responsibility for training and information and establishes Boards of Enquiry into occurrences deemed to be of national importance. He has direct access to the National Board of the Agency.

Within Southern Region, The Regional Safety Advisor has direct access to the National Health & Safety Advisor and is deemed the "Designated Person" for the Harbour of Rye. He is responsible for investigating Health & Safety incidents in the Region and is independent from line management for harbour operations. The Director of Operations is accountable to the Chief Executive for all operational Health & Safety matters within his control in the eight Regions of the Agency, including the Harbour of Rye. He is responsible for instigating specialist audits through the National Health and Safety Manager.

Responsibility for the Health and Safety in the Harbour is shown below, with line managers at each level accountable for all health & safety matters within their control. All employees have a duty of care for their own safety and to carry out reasonable instructions given to them for the health & safety.



#### 8.4 Health and Safety Management System

The Agency's Health & Safety Management System applies to all levels of management and includes those responsible for the Harbour of Rye. The following systems are set out in the "Health & Safety Procedures Manual" together with guidance for each section identified.

- |          |   |
|----------|---|
| System 1 | Management Leadership, commitment and accountability.   |
| System 2 | Documentation and legal compliance. In addition to the Health & Safety Management Procedures, relevant Agency documents include: <ul style="list-style-type: none"> <li>- Harbour of Rye Operations and Pilotage Policy</li> <li>- Code of Practice for Marine Activities parts 1 &amp; 2</li> <li>- Code of Practice for Boat work.</li> </ul>     |
| System 3 | Response to internal incidents and reporting and investigating internal incidents. Relevant Agency documentation includes: <ul style="list-style-type: none"> <li>- Harbour of Rye Emergency Plan</li> <li>- Regional Incident Procedures (especially Section 4D)</li> </ul>  |
| System 4 | Risk Management. This system includes the requirement for activity and site assessments. Relevant documents include: <ul style="list-style-type: none"> <li>- Environment Agency Risk Management Manual</li> <li>- Risk Reminders for Environment Agency Fieldwork</li> <li>- Harbour of Rye Operations and Pilotage Policy (Section 8).</li> </ul> |

- System 5      Occupational Health Management
- System 6      Health & Safety requirements for Personnel and Training. For Harbour activities this specially includes training for activities and risk reduction as covered in the Harbour of Rye Operations and Pilotage section of this Document.
- System 7      Health & Safety requirement for managing contractors.
- System 8      Operations and maintenance
- System 9      Health & Safety systems audit.

#### **8.5 Health and Safety Audit Process**

The Regional Director through the Kent Area Manager and Area FER Manager will ensure an annual audit of Health and Safety arrangements for the Harbour of Rye is carried out. This will take place in the first quarter of the year to ensure compliance with the Health and Safety Management System and the Harbour of Rye Operations and Pilotage Policy. Any resulting Action Plans will be agreed and actioned within three months. Longer term improvements will be incorporated into the business planning cycle and capital programme. The audit will be verified by the Regional Health and Safety advisor and a report submitted to the Kent Area Manager and Regional Director.

#### **8.6 Reporting and Investigating of Internal Incidents**

All incidents occurring within the harbour will be investigated in accordance with the Agency Health & Safety Management System and Section 15.13.3 (Pilotage).

#### **8.7 Risk Assessments**

The Environment Agency has produced a Health and Safety Risk Management, Guidance and Procedures document and in conjunction with specific risk assessment training is part of the Health and Safety Management System.

The Agency has utilised the experience and local knowledge of its Advisory Committee and the constituted bodies representing different harbour users to identify hazards. These risks have subsequently been analysed and, where the risk is unacceptable, control measures and actions have been identified to reduce the risks as low as reasonable practical. (Appendix ii)

These risk assessments will be reviewed annually, or sooner if circumstances change, and a report on outstanding actions will be part of the annual audit on Health and Safety arrangements for the Harbour as detailed in section 8.5.

#### **8.8 Investigating and Reporting External Incidents**

The Agency has in place an Incident Classification System and a National Incident Recording System it also has Regional and Area specific Incident Management Procedures. The harbour will follow these procedures when investigating and reporting incidents.

## **8.9 Emergency Planning and Response**

An Emergency Plan detailing the responsibilities and procedures has been produced in accordance with the Dangerous Substances in Harbour Areas Regulations 1987.

The plan is also specific for incidents arising out of the handling, loading and unloading of dangerous substances and it takes into account the statutory requirements to plan for incidents including:

- Rabies Control Order 1974
- National Arrangements for incidents involving Radioactivity (NAIR)
- County Emergency Plans
- Aviation and Maritime Security Act, 1990.

A Plan has been prepared and approved by the Maritime Coastguard Agency for dealing with the control, spread and recovery of pollutants within the harbour. The plan is known as the Harbour of Rye Oil Spill Contingency Plan and forms part of the National Contingency Plan for Marine Pollution from Shipping and Offshore Installations.

## **8.10 Consultation**

The Agency has utilised the experience of the members of the Harbour of Rye Advisory Committee who come from a wide variety of interests associated with the harbour. These members represent harbour interests as a whole including the RLNI, but also landowners, industry, local authority and commercial interests. In addition the pilots, boat crew, and operators of the commercial wharf, the Pilotage Committee, fishermen, sailing club and water ski club have all been involved in the hazard identification and risk management procedures.

## **9 NAVIGATION MANAGEMENT AND REGULATION**

### **9.1 Harbour Identification**

### **9.2 Collision Regulations**

### **9.3 Enforcement**

### **9.4 Port Control**

#### **9.4.1 Vessel Movements**

#### **9.4.2 Commercial Shipping**

#### **9.4.3 Control Location**

#### **9.4.4 Port Control Operators**

### **9.5 Separation and Routing**

#### **9.5.1 Pier Heads**

#### **9.5.2 Harbour Approaches**

## **9. NAVIGATION MANAGEMENT AND REGULATION**

### **9.1 Harbour Identification**

The harbour is designated a Competent Harbour Authority under the 1987 Pilotage Act. The 1976 Harbour Revision Order is the principal enabling power for the harbour to control its activities. This order permits the making of byelaws for the control of conservancy operations. The Environment Agency constituted under the Environment Act 1995 is a Harbour Authority, this function being transferred to via the National Rivers Authority and Southern Water Authority.

Powers to control shipping movements into and out of the harbour are vested in the 1976 Harbour of Rye Byelaws.

### **9.2 Collision Regulations**

All vessels whilst in the limits of the harbour or on its approaches are required to comply with the Merchant Shipping (Distress Signals and Prevention of Collision) Regulations 1996. The Harbour Master will as necessary, issue specific direction in respect of navigation that might depart from the above regulations. Any changes will be notified through a Notice to Mariners.

### **9.3 Enforcement**

Infringement of the Harbour of Rye Byelaws may result in summary prosecution that might result in a fine not exceeding £50 (under review).

## **9.4 Port Control**

### **9.4.1 Vessel Movements**

Vessel movement is partially controlled by the tidal nature of the harbour. Those vessels with a deeper draught or berthed further inland have a shorter period afloat. Vessel owners are not required to report in their movements at all times but have the freedom of navigation to and from the sea and their permanent place of mooring. Owners of vessels are encouraged to report any defects to aids to navigation or any material changes to the deepwater channels to the Harbour Master either by radio or any other means. Any defects that might endanger navigation will be notified by a Notice to Mariners supplemented if necessary by regular radio broadcasts on VHF Channel 14 until the defect has been rectified. The Maritime and Coastguard Agency may also broadcast information via their regular broadcasts based at the Regional MRCC, Dover. All shipping movements in or near the Harbour will be under the direction of the Port Controller. Broadcasts will be made in respect of ships moving in the Pilotage area, on VHF Ch 14. Information will include ship's name, berthing position and route to be taken. A direction will be made that all small craft are to keep clear of the chosen route and the outer channel until such time that the vessel is either berthed or clear of the harbour.

### **9.4.2 Commercial Shipping**

All commercial shipping with LOA in excess of thirty (30) metres are subject to compulsory pilotage and will comply with procedures for port entry as detailed under "Pilotage Arrangements".

### **9.4.3 Control Location**

The Port Control is located at the Harbour Office. Traffic lights and other signals are operated by a competent person at this site and directions given verbally or by radio.

### **9.4.4 Port Control Operators**

A person designated for control will have a VHF Operators' Certificate endorsed for GMDSS usage. Port controllers will be authorised to act by the Harbour Master and will be familiar with all port and pilotage procedures. They will be made familiar with the Health and Safety Management Systems and will be conversant with other emergency procedures.

## **9.5 Separation and Routing**

### **9.5.1 Pier Heads**

Harbour limits cease, for all practicality, at the pier heads. With a pilotage district extending five miles to sea the Authority will take measures to reduce the risk of accident/collision that may result in grounding and/or obstruction of the fairway.



#### 9.5.2 Harbour Approaches

Commercial vessels, by nature of their draft and construction, need to follow certain approaches which will be dependant on the weather and tidal conditions. During such passages other traffic will be controlled within the harbour by means of broadcasts and traffic signal lights. Vessels will be assisted during arrival in the Rye Bay by a voluntary routing system available from the Harbour Master and circulated as necessary.

The object of routing and separation is to avoid confusion between various users and the hampering of deep draught vessels during the initial stages of harbour entry and departure.

The Ships Master and Pilot will decide on the route to take during arrival or departure taking into account existing weather and tidal conditions. The Harbour Master and Port Controller will be informed of the route to be taken and this information will be broadcast on the port's radio frequency CH.14.

## **10 PILOTAGE and PILOTAGE EXEMPTION**

### **10.1 Introduction**

### **10.2 Pilotage Direction**

### **10.3 Pilotage Policy and Procedures**

## **10. PILOTAGE AND PILOTAGE EXEMPTION**

### **10.1 Introduction**

The Environment Agency is the Competent Harbour Authority (CHA) under the Pilotage Act 1987.

The Pilotage District for the Harbour of Rye is defined as an arc with a radius of five nautical miles centred at No. 2 red light that marks the seaward end of the west pier. The district extends from Fairlight Head to the West and Dungeness Point to the East. Pilotage will not be compulsory for vessels entering this quadrant although VHF radio contact with the Harbour Master is expected. Vessels may request a pilot at any time when entering the district subject to the requirement for notice in the Pilotage Direction.

Pilotage is compulsory within the harbour for any vessel exceeding thirty metres. A master of a vessel navigating to the Port of Rye and subject to compulsory pilotage within the harbour limits must have boarded a pilot before a position one nautical mile from the entrance or as directed by the Harbour Master.

A vessel arriving for a final destination within port limits and not able to berth on arrival (because of depth of water, congestion etc.) will be advised to anchor in the roads in the vicinity of the Rye Fairway Buoy, some 1.8 nautical miles SSE of the entrance. Advice on ground-holding conditions or alternative anchoring positions can be obtained from the Harbour Master.

### **10.2 Direction**

The current Pilotage Direction is set out below:

In exercise of their powers under S.7 of the Pilotage Act 1987, the Southern Water Authority\* hereby makes the following pilotage direction to be effective from 1 October 1988:-

- a) Pilotage shall be compulsory for all ships exceeding 30 metres length navigating in or in any part of the Harbour of Rye.
- b) The need for specific pilotage services must be requested from the Rye Harbour Master not less than 24 hours from the estimated boarding time, provided that less notice may be accepted if given at the earliest opportunity in the specific circumstances.

- c) The Master of any ship navigating to the Harbour of Rye and liable to pilotage in the harbour shall establish radio contact with the Rye Harbour Master to notify his position when not more than 5 and not less than 2 nautical miles from No 2 red light tripod beacon and shall not proceed closer without the Harbour Master's direction.
- d) The Master of any ship navigating to or from the Harbour of Rye and liable to pilotage in the harbour shall board or land a pilot not less than 1 nautical mile from No. 2 red light tripod beacon.
- e) On request not less than six hours before a pilot would otherwise be boarded, the Authority may exempt a ship from pilotage if in all the circumstances it is considered safe to do so, and such exemption may be withdrawn at any time if there is adverse change in circumstances.
- f) This pilotage direction does not apply to ships which are exempted by the Pilotage Act 1987 or otherwise from complying with its provisions.

This pilotage direction was made by the Southern Water Authority at the meeting of its Board on 6 September 1988.

.....  
G J HEYES  
Chief Solicitor  
Southern Water Authority

- \* The Water Act (1989) transferred the Rye Harbour functions of the Southern Water Authority to the National Rivers Authority from September 1, 1989. The Environment Act (1995) transferred the responsibilities of the National Rivers Authority to the Environment Agency from April 1, 1996. All references to Southern Water Authority should be read as references to the Environment Agency.

### 10.3 Pilotage Policy and Procedures

The Harbour Authority reviewed its Pilotage Policy and Procedures and after consultation published the current version in May 2000.

This document covers the following:

- Pilotage Direction
- The competencies that are required prior to obtaining an Authorised Pilotage Certificate or a Pilotage Exemption Certificate.
- Conditions under which the Harbour Master may authorise a Discretionary Exemption from Pilotage.
- Marine Operations associated with pilotage.
- Passage Planning

**Port Marine Safety Code - Harbour of Rye**

- **Changes to Navigation or Incident Reporting including:**
  - **Harbour Master's Incident Report Form**
  - **Pilot/Master's Collision Report**
  - **Pilot/Master's Grounding Report**
- **Pilot vessel standards and crewing arrangements including qualifications, crewing and competencies.**
- **Hazard Assessment and Risk Reduction measures**

## **APPENDICES**

- i. Health and Safety Policy Statement
- ii. Risk Assessment Tables
  - a) Commercial Shipping/Pilotage
  - b) Fishing
  - c) Leisure
  - d) Marine Staff – Maintenance Activities
- iii. River Bank Life Saving Equipment
- iv. Plan of Harbour of Rye

## HEALTH AND SAFETY POLICY STATEMENT

### ENVIRONMENT AGENCY

#### HEALTH & SAFETY POLICY STATEMENT

The Environment Agency is committed to conducting its business in a manner that protects the health and safety of our employees, contractors and the public. In addition to complying strictly with the health and safety measures required by legislation, it is the Agency's policy to promote and take all reasonably practicable steps to safeguard the health, safety and welfare of its employees and others who may be affected by its actions.

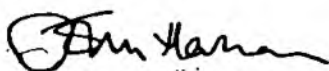
To meet the requirements of this policy the Agency will work with all employees and strive for continuous improvement in health and safety performance. The Agency will operate an integrated, structured and documented system of management control over all its operations. This system of control commits the Agency to:

- The undertaking of appropriate reviews and assessments of its operations and undertakings to measure progress, manage risk, and ensure compliance with this policy.
- Ensuring that its employees are fully competent to perform the tasks allocated to them by careful recruitment, ongoing development, including specialist training, and by provision of the necessary resources.
- Maintaining the health and safety awareness of all employees by the establishment of sound health and safety practices and operations through competent management and good communications, leading to continuous improvement in health and safety performance.
- Ensuring that the contractors we engage are competent to perform the work contracted and encouraging good safety practice within such companies in compliance with this policy.
- Designing and maintaining its premises and structures so as to minimise the risks associated with their construction, maintenance and use.
- Effective response to, and investigation of accidents, incidents and near misses, to establish root causes and take reasonable actions to prevent their recurrence.

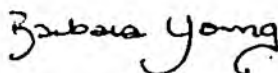
The Agency will provide information to, and ensure appropriate consultation with, health and safety representatives on matters relevant to this policy. We will discuss and exchange ideas relating to health and safety with our employees on a local basis and will, in addition, operate an organisation which will maintain adequate communications and action in these matters.

Prime responsibility for these matters lies with ourselves; Directors, Regional Directors, Area Managers and all other managerial and supervisory staff equally have responsibility for matters within their control. They have a duty to ensure that health and safety issues are given the fullest consideration at all times, and for providing a safe and healthy working environment for their employees. The Director of Personnel is directly accountable to us for monitoring and reporting on our health and safety performance, and providing such advice as the organisation needs to maintain and improve its performance in this area.

In addition all Agency employees have a responsibility to themselves and others for the safety and prevention of ill health at work. We must all work together in the spirit of participation and co-operation to ensure the success of this Policy and hence the maintenance of human health and well being while carrying out our important work to protect and improve the environment.



Sir John Harman  
Chairman



Barbara Young  
Chief Executive



David Jordan  
Regional Director

Dated 1<sup>st</sup> January 2001

EAS/6100/1/01

## Appendix ii

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
<b>1. APPROACHING PILOTAGE DISTRICT</b>  (i) Vessels >30m request pilot 24h before or less in certain circumstances.	Violation: Vessels >30m may attempt entry.  Vessels may give insufficient time for pilotage to be arranged.	Collision: With infrastructure other vessels (moored/mobile).  Grounding on entry within navigation channel.  Meeting other controlled traffic.	Infrastructure and vessels throughout Harbour, Harbour Bar, Berth, Deep water channel.	Injury Damage to assets & third party.  Pollution.	1	2	Shipping agents appraised of pilotage requirements.  Port information in almanacs, 80% monitoring VHFCH14 daylight tides.  Good network with other Ports, MCA and fishing/ commercial fraternity.  Apply regulatory powers robustly.  Annual survey of bar and channel alignment.  Advise Penalties.	Commercial operators and shipping agents on Pilotage Committee and HORAC.  Annual update almanacs.  Observe typical manning schedules as in NM 1/99.  Membership of BPA/UKHMA fishing/ commercial reps on HORAC.  Informal and formal networking.  Contact with cargo owners	1
<b>2. APPROACHES TO HARBOUR</b>  (i) Vessels establish radio contact 2-5nm from No2 red light.	Violation: Vessels may give insufficient time for pilotage to be arranged.  Grounding.	Delay.  Contravention MOD  Byelaws  Anchoring on "foul" ground.	2-5nm	Commercial consequences for owners.  Tension with HM MOD.  Injury.	2	3	Apply regulatory powers robustly.  Agency advise pilotage.  RRTC.	Maintain robust regulatory stance.  Agency advise pilotage.  RRTC	1
(ii) Vessels proceed from 2nm without HM direction.	Violation: Vessels attempt entry without advice and expertise.	Collision/grounding as in 1(i).  Camber beach users Artillery.	Camber Beach  Lydd ranges.	Delay to MOD to bathers/small boats.	2	3  3	Apply regulatory powers robustly (Byelaw 11).  Pilotage directions.	Previous instruction on movement.  Passage planning.	1  1

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
(iii) Boarding of Pilot.	Act of God: Adverse weather/sea conditions.	Slips, trips, crushing, man overboard.	At agreed point of boarding/disembarking.	Injury loss of life.	3	4	Secure up to date local forecasts.	Forecasts every 6h.	1
	Human error/violation: Unsafe working practices.						Advance passage planning.	Consult Port weather information.	
	Inadequate boatwork.						Apply EA Risk Reminder II.	3 day forecasts daily.	
	Unsafe vessel/equipment.	Vessel/cutter damage by ships side structure		Injury loss of life.	3	4	Board leeward side.	Meet requirements of Rye Pilotage procedures.	1
	Inadequate protective clothing.	Thrashing Prop.		Damage/loss of cutter	3	4	Vessel equiped to meet Pilotage regulations Master briefed on boarding of pilot.	Annual training exercises.	2
	Poor communications driver/crew/pilot/master.						Pilot meets qualification and renewal/requriment CHA retains control of Pilotage.	Six month man-overboard safety and 'tool box' talks.	
							Crewmen and drivers to hold Boatman's licence.		
							Apply risk reminders 15, 16, 17.		



## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
(iv) Vessel proceeds with pilot.	Human error. Pilot could make mistake.	As in 1(i)	As in 1(i)	Damage to assets third party compensation claims.	1	3	Pilots and PEC to meet qualification and renewal requirements comprehensive hydrographic information on alignment of channels. Navigation marks and lights in good order compliance with Passage Planning requirements seek comments from Masters on departure to pursue continuous improvement. HM considers all factors as listed in Rye Pilotage requirements. Presumption against one off exemption.  Robust presumption against remote pilotage HM considers all factors. Full briefing arrangements for Master.  Ensure sufficient qualified pilots available.	Harbour staff survey approaches annually	1
(v) Vessel proceeds under PEC.	Human error PEC holder could make mistake/steering position.	As in 1(i) Language difficulty.	Mainly river.	Damage v/l Infrastructure cargo damage.	2	3		Harbour staff inspect marks and daily, repair within 24h or issue NM.	2
(vi) Vessel proceeds with one-off exemption.	Human error Master could make mistake.	As in 1(i) Communication difficulty.	River passage.	As above Reputation.	4	2		Pilotage certificates reviewed at 2 year Annual Agency medicals.	1
(vii) Vessel proceeds with remote pilotage.	Human error Inadequate communicator. Master may make mistake.	As in 1(i)	River passage	Damage to assets compensation claims. Reputation legal action.	4	4		PEC renewal annually.	2
(viii) Vessel proceeds without Pilot.	Human error Port fails to provide Pilot.	Delays. Late river passage. Grounding. As in 1(i).	Bay entrance river.	Damage to assets compensation claims. Reputation Legal action.	5	3			2

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
3. <b>HARBOUR ENTRANCE</b>  (i) Navigating entrance.	Act of God	As in 1 (i)	Port and starboard dolphins and training walls	Damage to assets	3	3	Maintenance of all marks and lights.	Daily and Weekly inspection as appropriate.	3
	High winds causing navigation problem causing leeway.			Lights Pier head Marks/Lts Vessel "holed"	4	4	Robust regulation vessel dimensions to be approved by HM as specified for HOR Pilotage. Robust application of regulatory powers.	Repair in 24 hr or issue NM Encourage defect reporting by Harbour users	2
	Adverse Seas. Confused seas.			Blocked channel.	2	5	Comprehensive hydrographic information. Frequent experience. Predict surges/cuts. Masters Competence.	Maintain presumption against entry if wind > force 6 or visibility < 200m.	2 1
	Cross currents.	Grounding damage as above.	Port and starboard dolphins and training walls.	Damage to assets. Pollution. Ship damage.	3	3	Awareness. Passage plan. Discussions.	Harbour staff survey bar annually.	1
	Low Visibility	Collision	Port and starboard dolphins and training walls.	Damage to assets	2	3	Clear signalling. Judge entry time. Radar training. Pilot boat guidance. Pilot boat escort ahead vessel.	Operation of international traffic signals. Intuition.	1
	Other vessels.	Collision	Port and starboard dolphins and training walls	Damage to assets. Third party claims. Reputation. Legal costs.	4	2		Good Communication	2
	Human error.	Collision with infrastructure/ Grounding	Harbour bar. Port and Starboard dolphins and training walls.	Damage to assets.	1	3	Shared pilotage (roster pilots)	Training and familiarity.	1

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
4. <b>OUTER CHANNEL</b>	Human error	Other vessels. Collision with infrastructure/grounding	Western sheet piling. Eastern revetment.	As in 3	2	3	As in 3. Compliance with Passage Plan.	Operation of international traffic signals. Pilot reports to port control at specified waypoints. Knowledge	1
	Squat		All shallow channel.	Loss of control. Poor steering.	4	4	Awareness. Reduce speed.		2
5. <b>MIDDLE CHANNEL</b>	Squat		All shallow channel.	Loss of control. Poor steering. Third Party claims. Legal costs. Reputation	4	2	Awareness. Reduce speed. Advance warning and control of mooring holders. Passage planning.	Knowledge.	2
(i) Navigating past chain moorings and Admiralty Jetty.	Human error. Mechanical failure.	Loosely moored vessels. Loss of control.	Chain moorings.		4	2		Robust enforcement.	1
(ii) Navigating to ARC wharf.	Human error. Mechanical failure.	River bend. Other vessels.	Admiralty Jetty.	Damage to assets.	4	3	Have anchor ready.	Ensure engine/steering tested. Prior to river passage.	2
(iii) Navigating to Strand Quay.	Human error. Mechanical failure.	River bend. Other vessels.	Sewage outfall. Rock channel entrance Bridge Point.	Grounding Channel obstruction. Claims for loss of Navigation.	3	3	Crew on stations.		2
6. <b>BERTHING</b>									
(i) At Rye Wharf.	Human error.	Collision with berth.	Berth	Contact damage. Claims. Delays. Arrest of v/l	2	2	Knowledge – hydrographic surveys – previous experience. Master take a more robust interest in berthing.	Passage planning. Cautionary speeds on approach. Training	1
(ii) At ARC Wharf.			Berth		1	1			1
(iii) At Strand Quay			Berth						

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
7. MANOEUVRING	Human error	Grounding. Fouled propellers.	Channel high spot. Salt Marsh	Vessel damage. Blocked channel. Delays to skipper.	3	1	Clear rules for use of "tugs". Communications.	Pre-planning. Pilot cutter/pilot.	1
8. MOORING	Human error	Fouled propellers. Human injury.	Quayside	Drowning. Crushing. Being struck. Death. Injury. Claims. PR.	3	4	Training. Safety Clothing. Awareness.	Frequent HS training. Standing orders.	1
9. DEPARTING WHARF	As in (6)	Drowning. Crushing. Being Struck.	Quayside.	Death. Injury. Claims. PR.	3	5	Pilot to check vessels draft and trim.	Frequent HS training. Standing Orders.	1

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
10. CARGO/FUEL	(i) Pollution from oil/diescl.	Damaged tanks. Accidental/deliberate discharge. De-ballasting.	Berth River navigation.	Environmental damage amenity/ecology. Reputation. Clean up legal costs.	2	3	Port Emergency Plan in place and regularly exercised. Check ballast.	Exercise Emergency Plan annually. Obtain "onboard" fuel figures. "Dirty oil" figures.	1
	(ii) Pollution from chemical.	Cargo pollution.	Berth	Injury/death claims.	1	1	Robust regulation Pilotage. Compulsory compliance with Dangerous Substances Directive. Review all arrangements before Dangerous and Hazardous cargos are permitted. Good loading practice. Surveyors attendance.	Contact with shipping agents/MCr.	1
	(iii) Shifting of cargo.	Unsafe vessel.	River passage.	Grounding. Capsize.	1	3		Trim vessel before sailing.	1
	(iv) Water ingress to cargo.	Unsafe vessel.	Berth	Pollution. Vessel damage.	1	2		Monitor loading. Master/HM.	1
	(v) Dangerous atmospheres.	Explosion.	Within harbour limits.	Personnel injury. Ship loss.	1	4	Known cargo type hence risk. Ventilation by master.	Statutory requirements.	1
	(vi) Fire/explosion.	Explosion.	Within harbour limits.	Personnel injury. Ship loss.	1	5	Known cargo type hence risk. Ventilation by master.	Statutory permits.	1
11. MANNING	Sudden ill health/incapacity of Pilot.	Loss vessel – passage control.	Rye bay within harbour limits.	Grounding damage to v//infrastructure. Channel blocked.	2	4	Apply Environment Agency risk reminder 2. All pilots, PEC holders to meet medical fitness requirements Environment Agency occupational Health standards applied to in-house pilots.  Visual check to masters apparent health.	Annual Review.	1
	Sudden ill health/incapacity of Master.	Loss vessel – passage control.	Rye bay within harbour limits		2	4		Awareness.	1
	Eyesight deficiencies.	Error of navigation.	Rye bay within harbour limits.		1	3			1
	Hostile situations.	Lose control vessel passage.	Rye bay within harbour limits.		1	2			1

## a) Commercial Shipping/Pilotage

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
12. <b>GENERAL NAVIGATION</b>							Apply Environment Agency risk reminder 7.		
(i) Vessel defects Pilot Boat defects.	Steering Engine Failure.	Delays. Deviation from planned passage resulting in v/t infrastructure damage.	Rye Bay. RHSC. RNLI Lifeboat Station, Admiralty Jetty, Chains.	Claims. Blocked Channel.	3	3	Pilot to check draft and trim. Pilot acquaints himself with vessels engine steering mechanism and unusual characteristics VHF monitoring 100% . 2B to 2A. Robust regulation of other vessels. Operation of international traffic signals.	Regular craft maintenance.	2
(ii) Passing other users.	Collision			Damage claims.	2	3		Training EMG. Steering Robust port control.	1
(iii) Crew	Violations, eg failure to provide lookout.							Define and illuminate offending glares.	
(iv) Glare from other light sources.	Violation, eg failure to provide lookout.	Collision.		Damage claims.	2	2		Back up communications.	1
13. <b>PORT CONTROL</b>									
Failure VHF communications.	Confusion.	Loss of port control.	Within harbour limits.	Seriously restricts Port operations.	2	1	Compliance with Code of Practice for workboats pilot vessels. Regulate maintenance and servicing. Crew meet HOR standing orders for care and maintenance of vessels.	Basic seamanship. 1. Lead 2. Log 3. Lookout	1
Power failure Port Control.	No lights/communications.	Loss of port control.	Within harbour limits.	Grounding collision.	2	3	Emergency generator.		1

## b) Fishing Vessel Hazard Identification

Activity MFV	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude	Control Measures	Risk Control Man Measures	Residual Risk
River Passage	Machinery	Engine Failure	River entrance	Loss of Control Loss of manoeuvrability.	1	4	Routing Maintenance. Planned Maintenance.	Maintain Records. Maintain Logs. Maintain service sheets.	1
River transit	Collision	Hull damage, sinking.	River Harbour approach.	Loss of Vessel. Loss of Life. Personal injury.	4	4	Port control. Segregation. VHF communications. Passage separation.	Audit Training.	1
River transit/berthing.	Deviation	Collision/grounding.	Harbour limits.	Collision, infrastructure, contact, grounding.	4	4	Better signage/instruction. Foreign language signs. VHF contact – early. VHF listening.	Monitor/reporting incidents.	1
Berthing river transit.	Loss of control.	Electrical blackout.	Berth, River, Rye Bay.	Collision, grounding, personal injury.	1	4	Regular maintenance. Dual power systems. Spares available.	Maintenance logs. Inspections.	1
Harbour areas.	Visibility.	Fog, heavy rain.	Navigation, channels, Rye Bay.	Collision, grounding, infrastructure damage.	2	4	Radar training. Prior forecasts. Listen VHF to reports.	Awareness Experience.	1
Berthing. River transit.	Man overboard.	Drowning. Personal injury.	River. Berth.	Loss of life. Personal injury.	1	4	Good working practise. Floatation aids.	Awareness. Notice to mariners.	1
Crewing	Boarding. Disembarking.	Falling.	Berth. Fish Market.	Loss of life. Personal injury.	4	2	Improved ladders. Improved hand rails. Clean ladders – mud free.	Fish Market re-development.	2
Manoeuvring	Loss of power.	Fouled propeller.	River. Rye Bay.	Collision. Grounding. Contact harbour structures.	4	4	Better net storage. Better education. Lookout.	Legislation. River patrols.	2
River transit.	Vessel contact.	River debris. Obstruction.	River. Rye bay	Fouled propeller. Hull damage. Sudden deviation.	2	1	Good lookout. Broadcast VHF report. Local knowledge.	Harbour reports. Vigilance.	1
Trawling. Anchoring.	Ordinance.	Explosion.	Harbour entrance.	Explosion. Loss of vessel. Loss of life. River obstruction.	1	5	Check catches. Stop all activities. Advise HMC. Advise MOD.	Awareness Education.	1
River Passage.	Machinery.	Fire.	Onboard vessel.	Superstructure damage. Personal injury.	2	3	Routine maintenance. Routine checks chaffing cables. Fuel controls.	Surveys	1

## b) Fishing Vessel Hazard Identification

Activity MFV	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude	Control Measures	Risk Control Man Measures	Residual Risk
River transit.	Human Contact.	Swimmers.	Rye Harbour Village. Fish Market. Strand Quay.	Death. Personal injury.	2	5	Lookout. Notices – Warning.	Education Publicity.	1
River transit. Berth.	Dangerous practices.	Personal injury.	On board vessel.	Loss of life. Loss of limb.	3	4	Training. Peer advice. Correct procedures. Equipment type.	Awareness. Good practise.	1
Manoeuvring	Collision	Road bridge	Fish Market	Loss of vessel. Damage to super structure. Damage to bridge.	1	3	Concise navigation. Tidal awareness. Ship handling. Bridge Marking.	Education	1
Navigation	Human error.	Misuse. Rule of Road.	River. Rye Bay.	Collision. Personal injury.	3	3	Training. Navigation course. Examination.	Experience	2
River transit.	Infrastructure damage.	High wake/wash.	River banks. Moorings	Erosion river banks. Sinking – small moored craft. Personal injury to bystanders.	2	2	Slow speed. Glimpse astern. Craft knowledge. Tidal condition. Awareness.	Legislation byelaws.	1
Bunkering.	Pollution.	Oil spill.	Fish Market. Rye Bay.	Environment damage. Damage to other vessels. Wildlife suffers. Reduces water quality.	2	4	Bunkering procedures. Codes of Practise. Bunkering preparation. Know tank capacities.	Prosecution. Detainment.	1



## c) Leisure Sector

Activity	Risk/Hazard	Consequence	Probability	Magnitude	Risk Reduction Measures	By Whom	Residual Risk
1 (a) Access/egress on quayside.	Trips and slips.	Injury/drowning.	4	5	<ul style="list-style-type: none"> <li>• Good Safety information</li> <li>• Warning signs</li> <li>• Waterside strip or access marked "berth holders only"</li> <li>• Correct footwear, clothing and safety equipment</li> <li>• Waterside free from obstructions and trip hazards</li> <li>• Handrails on Admiralty Jetty</li> <li>• Vandal proof lifebelts</li> <li>• Means to climb out to channel</li> </ul>	Harbour Authority Berth operator/land owner Berth operators Vessel owner/Master/individual Berth operator/landowner/Berth holders Berth operator Harbour Authority/Local Authority Landowners Harbour Authority	2
(b) Embarking/disembarking	Slips and trapping (i) Jetties and ladders	Injury/drowning	2	5	<ul style="list-style-type: none"> <li>• Maintenance programme. Regular inspection. Unsafe structures taken out of service.</li> <li>• Non slip ridges and surfaces</li> <li>• Correct footwear, clothing and equipment</li> <li>• Warnings in berth agreements and Sailor's Guide that surfaces may be slippery</li> <li>• Educated seafarers</li> </ul>	Berth operator. Berth operator Vessel owner/Master/individual Berth operator Vessel owner/Master/individual	1
2. (a) On berth	Inappropriate or inadequate mooring	Damage to vessel and infrastructure	2	3	<ul style="list-style-type: none"> <li>• Advice and berthing illustration for Strand Quay and Admiralty Jetty</li> <li>• Inform berth holders of liability for damage to infrastructure</li> <li>• Good seamanship</li> <li>• Availability of suitable mooring points</li> </ul>	Berth Operator Berth holder (in mooring agreements) Harbour Authority (in law) Vessel owner/Master Berth operator	1
(b)	Fire	Injury. Damage to vessel and infrastructure.	1	5	<ul style="list-style-type: none"> <li>• Fire extinguishers and blankets</li> <li>• Precautions with fuel.</li> </ul>	Vessel owner/Master	1

## c) Leisure Sector

Activity	Risk/Hazard	Consequence	Probability	Magnitude	Risk Reduction Measures	By Whom	Residual Risk
3. Taking/Departing mooring	Danger to persons from ropes, hawsers, chains. Risk of trapping.	Injury, drowning.	3	4	• Seamanship	Vessel owner/Master/individual	2
					• Educated seafarers, capable hands	Vessel owner/Master/individual	
					• Teamwork	Vessel owner/Master/individual	
					• Before leaving make a guide check for hazards, tide and weather conditions, trailing ropes	Vessel owner/Master/individual	
					• Plan and prepare prior to berthing	Vessel owner/Master/individual	
					• Adjust speed approximately	Vessel owner/Master/individual	
4. Underway	Collision with other vessels	Damage to vessels Injury or death	3	3	• Good seamanship, eg maintain watch	Vessel's Master/skipper	2
					• Compliance with collision regulations	Vessel's Master/skipper	
					• Compliance with Marine Safety Code	Harbour Authority/users	
					• Compliance with Pilotage policy	Harbour Authority, Pilotage team, piloted vessels.	
					• Passage plans	Harbour Authority, all vessel Masters/skippers	
	Underwater obstruction or grounding.	Damage to vessel. Sinking/drowning.	3	2	• Good Pilotage information.	Harbour Masters, Skippers, Harbour Authority.	1
					• Good and timely information when obstructions occur	Harbour Authority, all users	
					• Well marked channels	Harbour Authority	
					• Notices to Mariners	Harbour Authority	
					• Marking or removal of obstructions	Harbour Authority	
	Collision with infrastructure	Damage to Harbour assets. Damage to vessel. Sinking/drowning.	3	2	• Hydrographic Surveys	Harbour Authority	2
					• Users to be made aware of responsibilities	Harbour Authority, all users	
					• Good seamanship	Vessel's Master/skipper	
					• Passage plans	Harbour Authority, all vessel Masters/skippers	
					• Navigation advice, eg Sailor's Guide	Harbour Authority, all vessel Masters/skippers	

## c) Leisure Sector

Activity	Risk/Hazard	Consequence	Probability	Magnitude	Risk Reduction Measures	By Whom	Residual Risk
4. Underway	Falling overboard	Drowning	3	2	• Means to climb out of channel	Harbour Authority	2
					• Lifejackets and harnesses	Harbour Authority/Local Authority/landowners	
					• Vandal proof lifebelts	Harbour Authority/Local Authority/landowners	
	Poor Visibility	Collision (see above)	4	4	• See above	See above	2
					• Weather forecasts	Harbour Authority, all vessel Masters/skipper	
					• Postpone passage	Vessel's Master/skipper	
					• Audible warnings	Harbour Authority, all vessel Masters/skipper	
	Water ingress	Sinking/drowning	1	2	• Vessel maintenance	Vessel owner/Master/skipper	1
					• Good seamanship	Vessel Master/skipper	
	Extreme weather	Damage, injury, death	3	4	• Weather forecasts	Vessel Master/skipper	2
					• Good seamanship	Vessel Master/skipper	
	Strong stream	Loss of control, collision, damage, injury, etc.	2	2	• Tide tables/Almanacs	Harbour Authority/Local Authority	1
					• Good seamanship	Vessel Master/skipper	
	Night navigation	Damage, injury, death	1	3	• Well maintained channel	Harbour Authority	1
					• Eyesight tests/night vision	Vessel Master/skipper	
					• Discourage extraneous lighting	Harbour Authority/Local Authority	
	Waterskiing	Injury to skier	2	5	• Compliance with best practice	Stewards	1
					• Segregation	Environment Agency	
					• Enforcement	Rye Club	
5. Scrubbing and other activities of individual on channel bed.	Mud, Tide, Automatic operation of sluices	Drowning	2	4	• Use of approved facilities only	Users/Berth operators	1
					• No entry to low water channel	Users	
					• Warning signs	Harbour Authority, landowners	
					• Conditions of use	Berth operator/Harbour Authority	
6. Use of slipways	Slips and trips	Personal injury	4	2	• Conditions of use	Landowner/slipway operator	2
					• Maintenance	Slipway operator	
					• Signage	Slipway operator	
7. General behaviour	Inexperience	Damage, injury, death	5	4	• Develop competence	Vessel Master/skipper	3
					• Operator within competence	Vessel Master/skipper	
	Drink/drugs	Damage, injury, death, legal penalties	1	4	• Avoid impairment of mental and physical abilities	All users	1
					• Enforcement	Regulatory Agencies	

### c) Leisure Sector

Activity	Risk/Hazard	Consequence	Probability	Magnitude	Risk Reduction Measures	By Whom	Residual Risk
	Confrontational behaviour	Damage, injury, death	2	1	<ul style="list-style-type: none"> <li>Understanding of other viewpoints, tolerance</li> </ul>	All users	2
	Non compliance with regulations, eg speeding, firing range	Damage, injury, death, legal penalties	3	3	<ul style="list-style-type: none"> <li>Good seamanship</li> </ul>	All users	2
					<ul style="list-style-type: none"> <li>Availability of byelaws and other regulations, eg Notice Boards, User Guides</li> </ul>	Harbour Authority	
					<ul style="list-style-type: none"> <li>Enforcement</li> </ul>	Harbour Authority	
	Unsupervised children	Injry, drowning, damage to infrastructure	4	5	<ul style="list-style-type: none"> <li>Supervision</li> </ul>	Parents, all users and Agencies	3

## d) Harbour Staff/Marine Activities

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
1. Boatwork	Patrols	Falling overboard	River, Sea	Drowning, Crushing, Cuts	3	2	Training, PPE, Weather Forecasts, pre-activity meetings.	Designated Person. HM	1
	Patrols	Collision	River, Sea	Falls, crushing	2	3	Lookouts	Designated Person. HM	1
	River Audits	Collision, grounding.	River, Sea	Falls, hull damage	2	4	Lookouts	Designated Person. HM	1
	Beacon light maintenance.	Falling overboard. Falls, use of tools.	River banks Rock channel	Drowning, personal injury	3	3	Training. Awareness of talk. PPE	Tool box talks, designated person.	2
	Clearing river debris.	Falling overboard, falls/trips.	River, Sea	Drowning, personal injury.	2	4	Double manning, triple manning. Knowledge of rope work.	Line Manager	1
	Towage	Collision being run over girding.	Sea, River	Loss of boat control. Loss of boat, loss of life.	2	5	Instruction in vectors and towing forces. Sharp axe.	Contractor, designated person.	1
	Rescue persons/animals	Falling overboard, bites/scratches.	River	Personal injury	1	2	Training x 2 annually. Use of muzzles.	HM	1
	Bunkering	Explosion, fire	Fish market, fuel berth	Burns. Loss of boat.	1	4	Fire extinguisher available. Bunker station design.	Contractor. HM	0
	River social events	Persons in water.	Main river.	Drowning. Propeller cuts.	2	4	Place lookouts, control of engines. Pre-event meetings.	HM, DHM	1
	Harbour Inspections	Falling overboard. Falls off access carrier.	Jettys	Personal injury.	3	3	Board at high water. Pre-boarding instruction.	HM, DHM	2

1 = Low risk/probability

5 = High

## Harbour Staff/Marine Activities

Activity	Without Risk Control/Management Measures						Control Measures	With Risk Control/Management Measures	
	Hazard Category	Hazard Type	Hazard Location	Consequence	Probability	Magnitude		Action Required	Residual Risk
1. Boat Work	Person, ship to ship transfers	Falling overboard, water, crushing.	Sea	Drowning, crushing, injury.	3	4	PPE instruction. Crew control, ship liaison.	Boat crew, HM	1
	Contractors on board for hull maintenance work	Falling overboard. Personal injury	River. Onboard.	Personal injury, drowning.	3	3	Training in tool use. Battery tools only. PPE.	Coxswain, HM	1
	Surveys	Trips/falls.	On board, in river.	Personal injury, drowning.	2	2	Training, pre-activity briefing.	Coxswain, HM	1
	Fairway, Buoy, Maintenance	Falling overboard, crushing.	2' off shore.		3	3	Pre activity, briefing planning.	HM, DHM	1
	Sun Burn	Burns	Sea, River.	Sick Days, illness.	2	2	Creams, reduce exposure.	Coxswain, DHM, crew.	1
2. Harbour Site Visits	Lone Working	Trips/falls	All bank areas (10 miles) in harbour.	Personal injury, drowning.	3	4	Follow Environment Agency lone working procedure.	HM, DHM	1
		Aggression	All bank areas (10 miles) in harbour.	Personal injury.	4	3	Training courses.	Line Manager	2
		Exposure	All bank areas (10 miles) in harbour.	Injury, loss of ability.	2	2	PPE, lone working procedures, carry communications.	HM, DHM	1
3. Office Working	Electrical Equipment	Shock, injury	Harbour Office	Injury, burns	2	4	Equipment, plugs, wiring to be tested.	HM, Line Manager	1
	Falls/trips	Stairs, balcony	Harbour Office	Injury	2	3	Regular maintenance, non slip paints	HM, Line Manager	1
	Fire	Electrical chemicals	Harbour Office	Injury, burns	2	3	Provide FFE training.	HM, Line Manager	1
	Public Conflict	Personal Injury	Harbour Office	Injury	3	2	Training in dealing with conflict resolution	HM, Line Manager	1
	IT Equipment	Personal Injury	Harbour Office	Strain, aches, repetitive injury.	2	2	Correct position of equipment. Audit (independent) of equipment.	HM, Line Manager	1

**Appendix iii**

**LIST OF RIVER BANK LIFE SAVING EQUIPMENT (JUNE 2001)**

**1. Strand Quay**

2 x 2 upright "Perrybuoys" cabinets, (east and west sides)  
24" Dia, 20 meters line, maximum weight 2.5 kilos  
2 x 1 30" rings, 20 metres floating line  
2 x 8 metre boat hooks, one to each side of quay

**2. Fish Market**

2 x upright "Perrybuoy" cabinets  
24" Dia, 20 metres line

**3. Harbour Office**

3 x 24" "Perry Buoys" (2 with 20 metres floating line)  
1 x Throw Bag with internal line  
1 x Bell line throwing kit

**4. Rye Harbour Village**

1 x upright "Perrybuoy" Cabinet, 24" Dia, with 20 metres line

**5. West Pier**

1 x 24" "Perrybuoy" to Stand with 30 metres line

**6. East Pier**

1 x 24" "Perrybuoy" to Stand with 30 metres line

# HARBOUR OF RYE

