



CHICHESTER
HARBOUR
CONSERVANCY

PORTS AND MARINE FACILITIES SAFETY CODE

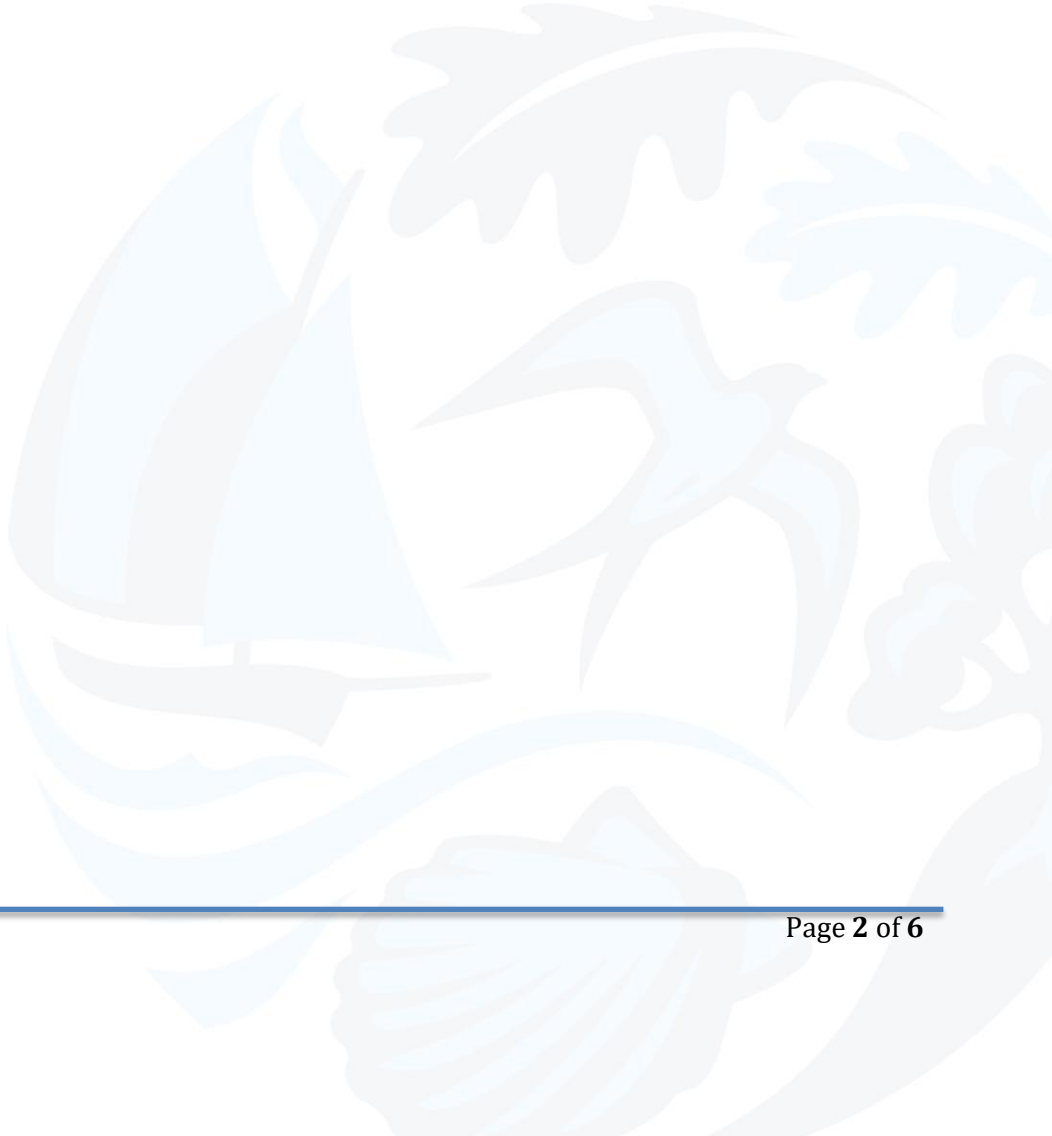
MARINE SAFETY PLAN

2026-2028

Version: 1.0

Issue Date: January 2026

Date	Reviewed by	Notes	Version
Nov 2025	J. Cox	Draft for review	Draft 0.1
Jan 2026	J. Cox	First edition approved for issue by the Duty Holder	Version 1.0



1. Introduction

The Ports and Marine Facilities Safety Code (PMSC)¹ sets the national standard for marine safety in UK ports and harbours. It provides a framework by which harbour authorities are held accountable for the legal powers and duties they exercise to ensure safe navigation and marine operations. The Code is supported by ‘A guide to good practice on port and marine facilities’².

Chichester Harbour Conservancy is the Statutory Harbour Authority for Chichester Harbour, established under the Chichester Harbour Conservancy Act 1971. The Conservancy is comprised of representatives from West Sussex County Council, Hampshire County Council, Chichester District Council, and Havant Borough Council, alongside independent members and a statutory Advisory Committee. The Conservancy is committed to administering the harbour in accordance with its founding legislation and the principles of good governance and marine safety.

The Members of the Conservancy Board are collectively and severally the ‘Duty Holder’.

As part of its commitment to the PMSC, Chichester Harbour Conservancy has developed this Marine Safety Plan (MSP) to guide and monitor marine safety performance from 2026 to 2028. This plan serves as a tool to reinforce the Conservancy’s legal responsibilities and operational standards, ensuring that marine activities within the harbour are managed safely, transparently, and in accordance with statutory powers. The aims of this MSP are to:

- Provide a clear framework for marine safety governance and oversight.
- Support the delivery and continuous improvement of the Marine Safety Management System (MSMS).
- Establish measurable objectives and performance indicators for key safety functions.
- Promote accountability through regular review, audit, and public reporting.
- Strengthen stakeholder confidence in the Conservancy’s approach to marine safety.

2. Marine Safety Framework

The Conservancy’s statutory duties are discharged through a hierarchy of policies, procedures, codes of conduct, and operational guidance that support the MSMS. These include:

- Marine Safety Management Manual
- [Navigation and Safety Guides](#)
- [Compliance and Enforcement Policy](#)
- Training Policy
- [Chichester Harbour National Landscape Management Plan \(2025-2030\)](#)
- [Port Waste Management Plan](#)
- Emergency Preparedness and Response Plans
- [Towage Guidelines](#)
- Guidance including; [Wildlife Aware Watersports](#), [Paddlesports](#), [Personal Watercraft](#)
- [Local Notices to Mariners](#)

¹ <https://www.gov.uk/government/publications/port-marine-safety-code>

² <https://www.gov.uk/government/publications/a-guide-to-good-practice-on-port-marine-operations>

These documents are reviewed periodically and updated to reflect changes in legislation, operational risk, and stakeholder feedback.

3. Management of Marine Operations

This Marine Safety Plan commits the Conservancy to managing and regulating marine operations in accordance with its statutory powers and responsibilities. The Conservancy acknowledges that it has a legal duty to conserve Chichester Harbour to ensure it is fit for use, and a duty of reasonable care that the harbour remains in a fit condition for a vessel to use it safely.

The Conservancy aims to deliver its services efficiently, effectively, and objectively, ensuring the safety of all harbour users and the protection of the harbour’s natural environment. Key commitments include:

- Facilitating the safe movement of vessels.
- Keep a vigilant watch for any changes in the harbour and maintain hydrographic data with updates passed to the UK Hydrographic Office.
- As the Local Lighthouse Authority, maintaining aids to navigation and move or renew these as appropriate, in consultation with General Lighthouse Authority.
- Regulating activities through byelaws, directions, and enforcement policies.
- Investigating incidents and near misses, and complying with mandatory reporting obligations.
- Allocating resources to support patrol operations, training, and stakeholder engagement.
- Manage commercial pressures without undermining the safe provision of services.
- Conduct annual audits and periodic reviews of the MSMS.

The Conservancy promotes a positive safety culture and encourages all harbour users to report hazards, incidents, and near misses. All reported events are logged, investigated, and used to inform ongoing improvements in marine safety. Risk assessments are reviewed regularly and updated in response to operational changes, emerging risks, or lessons learned from incidents. In line with the PMSC, the Conservancy is committed to ensuring that all marine risks are tolerable and reduced to a level that is ‘As Low As Reasonably Practicable’ (ALARP).

4. Plan Period

This Marine Safety Plan covers the period from 01 January 2026 to 31 December 2028. It is reported on annually and updated as necessary.

5. Marine Safety Plan Objectives

Category	Objective	Target / Measure
Duty Holder	1a. Ensure Duty Holders are trained and aware of responsibilities	100% trained; induction and harbour tour completed
	1b. Measure delivery of the objectives and overall MSP performance	Objectives reported on annually
Designated Person	2a. Maintain independent Designated Person	Contract in place
	2b. Audit MSMS and report to Board	Annual

Category	Objective	Target / Measure
Legislation	3a. Review statutory powers for PMSC compliance	Every 3 years
Duties & Powers	4a. Maintain lawful access under Open Port Duty	Harbour open; exclusions per 1971 Act
	4b. Appoint qualified Harbour Master	Appointment confirmed; delegation documented
	4c. Enforce Byelaws and Directions	Byelaws reviewed every 3 years; Directions issued and logged
	4d. Develop General Directions	Ongoing
	4e. Ensure safe towage operations	Guidance reviewed annually
	4f. License passenger vessels and masters	Applications processed in 28 days; annual compliance checks completed
	4g. Discharge environmental responsibilities	Management Plan published; stakeholder engagement documented
	4h. Maintain MCA-approved Port Waste Plan	MCA approval maintained; reviewed every 3 years
Risk Assessment	5a. Maintain marine risk assessments	100% in-date; annual review
	5b. Investigate and close incidents	Minor: 1 week; Major: 1 month
	5c. Notify MAIB of reportable incidents	100% within 24 hours
MSMS	6a. Audit MSMS and submit MCA declaration	Annual PMSC Audit; 3 year compliance declaration
	6b. Maintain Marine Standing Instructions	In place for all areas; reviewed annually
Review & Audit	7a. Report operational KPIs to Board	Quarterly
	7b. Maintain and test emergency plans	Reviewed annually; exercises logged
Competence	8a. Employ trained, qualified, and experienced staff	100% training; only SQEP employed; job roles reviewed annually
	8b. Train seasonal patrol officers	100% completion
Plan	9a. Publish Marine Safety Plan	Published 3 yearly

Category	Objective	Target / Measure
	9b. Review of previous plan	Published a plan review every 3 years
Conservancy Duty	10a. Maintain marine facilities	Planned maintenance system operational; inspections logged
	10b. Annual Survey of Chichester Bar	Annual survey; data published
	10c. Maintain aids to navigation and mark channels	Cat 2 ≥99%; Cat 3 ≥97%; Trinity House approval
	10d. Share hydrographic data and updates	Data to UKHO; Notices and website updates issued
	10e. Manage abandoned vessels and wrecks	Risks assessed; actions taken; legal advice as needed