



MARINE SERVICES POLICY

Littlehampton Harbour Board (LHB) aims to ensure marine services provided within the harbour (by the board and/or others) are competent, safe and meet the needs of harbour users efficiently. Accordingly, LHB will:

1. Ensure the Marine Safety Management System covers the use of harbour craft and the provision of pontoons
2. Ensure that Board's vessels or craft are fit for purpose and that crew are appropriately trained and qualified for the tasks they are likely to perform.
3. Ensure the power to give directions are available in order to regulate marine services delivered by others
4. Provide suitable resources at fair market rates to deliver effective marine services such as the provision of the pilot boat and harbour workboats
5. Efficiently and safely operate the Harbour workshops, machinery, plant, equipment, Harbour vessels, pontoons and boat storage compound

Commercial Craft Regulation

- MCA or Local Authority Certification is required for all vessels taking paying passengers (except family or friends paying direct fuel contribution costs only)
- Vessels and Skippers of chartered boats or passenger vessels operating for commercial gain are regulated according to MCA Codes of Practice.
- Local compliance is monitored via the [Small Commercial Vessels Policy](#).

Towage

- Only those LHB staff that have successfully completed suitable in-house towage training are permitted to take vessels in tow.
- LHB publishes [Towage Guidelines for towage conducted by others \(commercial and leisure mariners\) in the harbour](#), the use of which will be monitored LHB
- For towage conducted by LHB, only the commercially endorsed vessels ERICA and WINDSONG may provide paid for towage services. The LHB Patrol Rib may

only be used for towage which is not charged for and within harbour limits (e.g. moving berth holders around LHB moorings or assisting those in genuine distress whilst on patrol) in line with the exceptions outlined in the Towage Guidelines.

Workboats

- There are Risk Assessments, controls and mandatory training requirements for the safe operation of the LHB workboat and pilot boat
- Independent workboats conducting operations in the harbour will be expected to provide Risk Assessments and Method Statements before commencing works

Diving

- Diving within the harbour requires without the Harbour Master's specific written consent is an offence.
- HSE Commercial Diving standards and practices must be complied with.

Dredging

- Dredging is subject to Licensing issued by the Marine Management Organisation.
- The [Littlehampton Maintenance Dredge Protocol](#) document outlines current practices along with licensable and exempt activity to aid applications.

Salvage

- Salvage operations would be subject to a specific risk assessment, agreed with the LHB, and conducted by experienced staff.

Fuel

- Bunkering of commercial vessels by road tanker must complete LHB's check list.
- LHB is aware that smaller boats (including some commercial vessels) are fuelled by hand using containers on slipways or pontoons. All those undertaking such practices should use appropriate funnels and have clean-up materials ready. Commercial vessels undertaking this practice must have a specific risk assessment available for inspection.
- Marina fuel supplies must be risk assessed with a copy provided to the LHB

A handwritten signature in dark ink, appearing to read 'R. O'Callaghan', is written in a cursive style.

Mr Richard O'Callaghan (Chair)
Littlehampton Harbour Board

Signed 21 February 2022