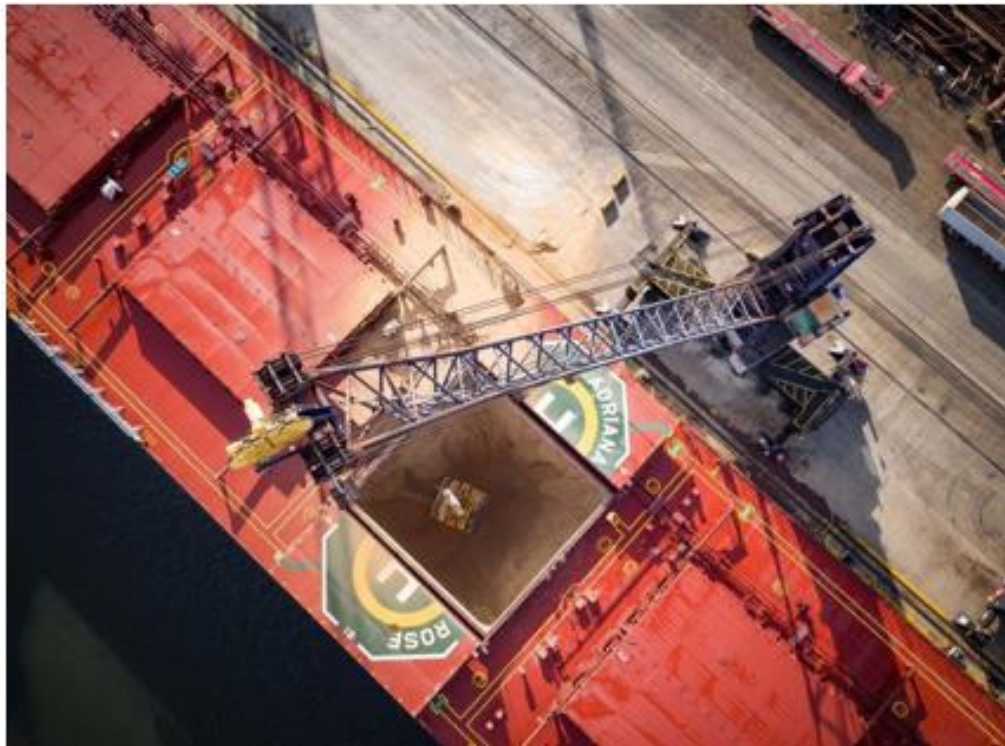




PD TEESPORT LIMITED

PORT MARINE SAFETY CODE  
ANNUAL PERFORMANCE REVIEW 2023



Issue: 01  
Date: February 2024

## 1. **INTRODUCTION**

The "Port Marine Safety Code" (the "Code") establishes a national standard for every aspect of port marine safety and aims to enhance safety for those who use or work in ports, their ships, passengers and the environment.

The Code is applicable both to statutory harbour authorities and to other marine facilities which may not have statutory powers and duties. These are collectively referred to throughout the code as 'Organisations' and may include, but are not limited to, the following:

- Competent harbour authorities (authorities with statutory pilotage duties).
- Municipal port or harbour authorities
- Trust port or harbour authorities.
- Private port or harbour authorities.
- Marine berths, terminals or jetties

Where a marine terminal or jetty is situated within the jurisdiction of a Statutory Harbour Authority ("SHA"), it is important for both parties to engage with one another to ascertain the scope and extent of the SHA's Marine Safety Management System ("MSMS") and whether it incorporates any of the terminals or jetty's marine operations. This engagement will help to define whether it is necessary for the terminal or jetty to develop their own MSMS

The Code refers to some of the existing legal duties and powers that affect organisations in relation to marine safety, but it does not in itself create any new legal duties. However, although not mandatory, there are several measures which are key to the successful implementation of the Code. Therefore, in order to comply with the Code, Statutory Harbour Authorities must consider the following:

- Duty Holder
- Designated Person
- Legislation
- Duties and Powers
- Risk Assessment
- Marine Safety Management System
- Review and Audit
- Competence
- Plan
- Aids to Navigation

The Annual Performance Review is prepared following an internal audit, which is carried out every year by the Designated Person

This review provides a statement of performance and a summary of marine activities, which can be used by the Designated Person when presenting to the Duty Holder.

## 2. **DUTY HOLDER**

As the SHA for the Ports of Tees and Hartlepool, PD Teesport Limited ("PDT") is vested with powers to regulate, maintain and improve the Harbour and the navigation of vessels within its jurisdiction. Its powers are predominantly derived under the **Tees and Hartlepoons Port Authority Act 1966** (The Teesport Acts and Orders 1966 to 2008), but it further enjoys various powers under other legislation applicable to all Harbour Authorities. PDT is also the Competent Harbour Authority ("CHA") for the purposes of pilotage in its area.

The Duty Holder is accountable for compliance with the Code and performance in ensuring safe marine operations.

PDT have implemented Duty Holder fixed terms of reference which the individual Duty Holders sign and accept, which outline their individual and collective accountability with regards to the marine safety.

As part of the role, the Duty Holder should report compliance with the Code to the MCA every 3 years.

The following Statement of Compliance was issued to the MCA on 28<sup>th</sup> January 2021

*"I, Jerry Hopkinson, Chief Operating Officer and Vice Chairman, on behalf of PD Teesport Limited being the Port Marine Safety Code Duty Holder for the Ports of Tees and Hartlepool, having considered all the requirements of the Port Marine Safety Code, including reviewing the risk assessment and safety management system, certify that the Ports of Tees and Hartlepool meet the standards required by the Port Marine Safety Code."*

A "Commitment to Compliance" is also published on the PD Ports' website within the Port Marine Safety Code section.

## 3. **DESIGNATED PERSON**

A Designated Person must be appointed to provide independent assurance about the operation of an organisation's MSMS. The Designated Person must have direct access to the Duty Holder.

Marine and Risk Consultants Limited (Marico Marine) have been appointed to provide independent PMSC Designated Person services to PDT for a period of three years commencing on 1<sup>st</sup> January 2022. The named Designated Person nominated by Marico Marine is William Heaps. Contact details are available on the PD Ports website. ([Designated-Person.pdf \(pdports.co.uk\)](#))

It was agreed that the provision of DP services should be underpinned by a full "baseline audit" of PMSC compliance, this was undertaken in 2021.

The role of the Designated Person does not absolve the Duty Holder and the Board Members from their role and collective responsibility for compliance with the Code.

The Designated Person takes appropriate measures to determine whether the individual elements of the MSMS meet the specific requirements of the Code. This is partly discharged via the quarterly Port Marine Safety Code Designated Person Committee Meeting, which is chaired by the Designated Person, and by regular site visits

#### 4. **LEGISLATION, DUTIES AND POWERS**

PDT has published a Marine Safety Plan ("MSP") dated February 2024. The MSP commits PDT to undertaking the management and regulation of marine operations and, in particular, safe navigation, within the scope of its powers and authorities in a way that safeguards the port infrastructure and port users, including members of the public and the marine environment. PDT performance against the MSP is reported within this document.

PDT recognises that it must treat its duties to ensure the safety of all activities within its jurisdiction and to serve the public interest as primary; that it is accountable for what it does and fails to do in this regard. PD Teesport must adopt measures to ensure that it discharges its responsibilities in accordance with nationally agreed standards and in compliance with the law.

PDT is entrusted with a public and statutory power to conserve and facilitate the safe use of the port, its environment and the community. PD Teesport undertakes to conduct its business in a transparent and open manner. To this end, it will report on its performance, both good and bad, against national standards and standards of operation to which it adheres.

As part of ongoing compliance, the following policy statements are published on the PD Ports' website within the Port Marine Safety Code section. ([Port Marine Safety Code - PD Ports](#))

- Safety of Navigation
- Enforcement
- Health and Safety
- Group Environmental & Energy Policy Statement

The above policy statements are to be reviewed within a 3 year period.

## 5. **RISK ASSESSMENT**

The 2018 Navigational Risk Assessment ("NRA") was prepared by Marine and Risk Consultants (Marico Marine) for PDT.

The NRA complies with the Code and its associated Guide to Good Practice on Marine Operations and was conducted in accordance with the International Maritime Organisation's Formal Safety Assessment methodology for risk assessment. It comprises of the following four stages;

- Stage 1: Data Gathering and Vessel Traffic Analysis
- Stage 2: Hazard identification
- Stage 3: Risk Assessment
- Stage 4: Risk Controls

One of the aims of the NRA was to enhance safety within the Ports of Tees and Hartlepool by ensuring that all marine navigation hazards are identified, control measures are in place and the risks are at acceptable levels.

The Port's Ranked Risk Register held a total of 146 navigational related hazards in PDT's statutory area and approaches. Those hazards have been grouped into three Risk Registers, with 50 identified hazards in the River Tees, 33 in the Hartlepool area and 63 in the Offshore area. Hazman II (risk assessment software) Risk Registers have been configured for each of these areas to provide a complete and "fit for purpose" baseline risk register of navigational hazards for PDT.

The NRA process is continuous to ensure that new navigational hazards and changes to existing hazards are properly identified and addressed.

Risk Assessments are reviewed on a planned periodic basis, post-incident/accident, post-review of a relevant marine accident, or a health check trend report, as detailed in the Code.

The prescribed periodic review period within Hazman II ranges between 6 months to 2 years depending on hazard ranking.

As a result of observations from both the internal and external PMSC audit, PDT conducted a full NRA review to ensure that the range of NRA assessments, and underlying methodology remains fit for purpose and that the 2018 assessment remained relevant in 2022.

The 2022 NRA review consisted of 8 stages;

- Stage 1: Review the 2018 NRA and Subsequent Audits
- Stage 2: Kick Off Meeting and Port Update
- Stage 3: Port Stakeholder Meeting; Reviewing Changes since 2018
- Stage 4: Port Incident Review
- Stage 5: NRA Structure Review
- Stage 6: Complete Hazman II Register Review
- Stage 7: Hazman II Area Recalibration
- Stage 8: Conclusions and Recommendations

At the 2022 NRA review the following actions were taken:

- Every one of the 146 Hazards were reviewed and updated by the audit team.
- The risk area for the 'River Tees' and for 'Hartlepool were amalgamated into one.
- The frequency definitions used by Hazman II were aligned with those used by the PD Ports Corporate Risk Register.
- 'All Vessels' was introduced as a Hazman II category allowing the grouping of suitable common risks together.
- Fishing vessels were scored in the Hartlepool and River Tees Area.
- Individual vessel risks where appropriate were amalgamated into an 'All Vessel' assessment for each category, simplifying the register.
- 'Fire and Explosion' was introduced as an 'All Vessel' risk for both geographical areas.

As a result, the number of geographical areas in the live register was reduced from 3 to 2 and the number of risks was reduced from 146 to 86 overall; 39 in the offshore register and 47 in the Tees and Hartlepool register.

Details of the Risk Review Log/Amendments are recorded within the Hazman II software for auditing purposes.

Within 2023 a full review of the stakeholder list for both active registers were completed to ensure it remains fit for purpose and all hazards were reviewed in accordance with the prescribed periodic review period. The reviews are conducted by incorporating stakeholder consultation (Forums, e-mail correspondence).

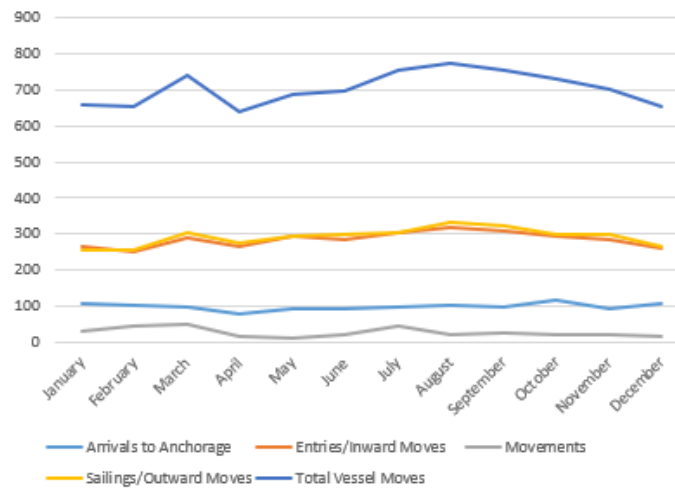
## 6. MARINE MANAGEMENT SYSTEM

### 6.1 Vessel Activity

During 2023 there were a total of 8441 vessel moves within the Ports of Tees and Hartlepool, details of which are shown below:

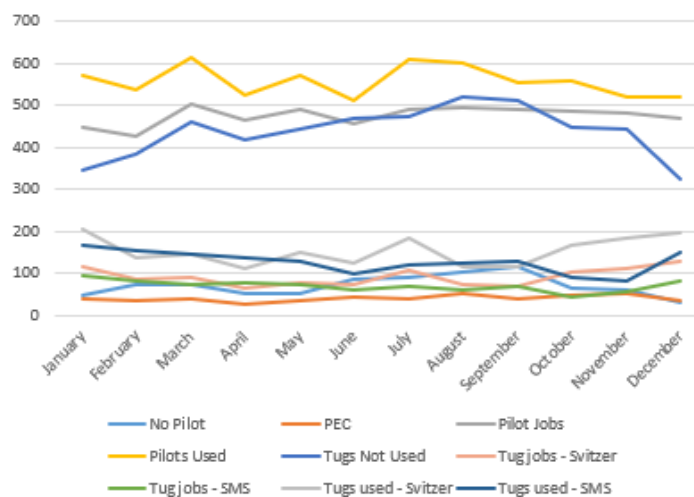
Vessel Movements	2023												2023 Total
	January	February	March	April	May	June	July	August	September	October	November	December	
Arrivals to Anchorage	106	104	98	81	93	92	99	104	97	117	93	108	1192
Entries/Inward Moves	267	250	289	266	292	284	303	319	311	295	286	261	3423
Movements	30	43	49	18	10	22	45	21	27	19	21	16	321
Sailings/Outward Moves	256	257	302	274	294	298	306	331	321	299	300	267	3505
<b>Total Vessel Moves</b>	<b>659</b>	<b>654</b>	<b>738</b>	<b>639</b>	<b>689</b>	<b>696</b>	<b>753</b>	<b>775</b>	<b>756</b>	<b>730</b>	<b>700</b>	<b>652</b>	<b>8441</b>

Tees and Hartlepool Vessel Movements 2023



Port Services	2023												2023 Total
	January	February	March	April	May	June	July	August	September	October	November	December	
No Pilot	49	73	72	53	53	87	90	103	117	63	60	31	851
PEC	39	34	41	28	35	42	41	52	41	47	51	35	486
Pilot Jobs	446	427	504	464	489	456	491	494	492	487	481	469	5700
Pilots Used	570	536	615	522	571	513	608	600	555	556	519	518	6683
Tugs Not Used	347	384	460	419	444	468	471	521	511	447	443	323	5238
Tug jobs - Svitzer	116	85	90	63	77	75	107	74	70	104	110	130	1101
Tug jobs - SMS	95	81	73	76	74	61	70	59	70	44	56	81	840
Tugs used - Svitzer	206	138	146	112	151	125	182	116	115	168	186	196	1841
Tugs used - SMS	168	155	144	136	127	99	119	126	130	92	83	150	1529

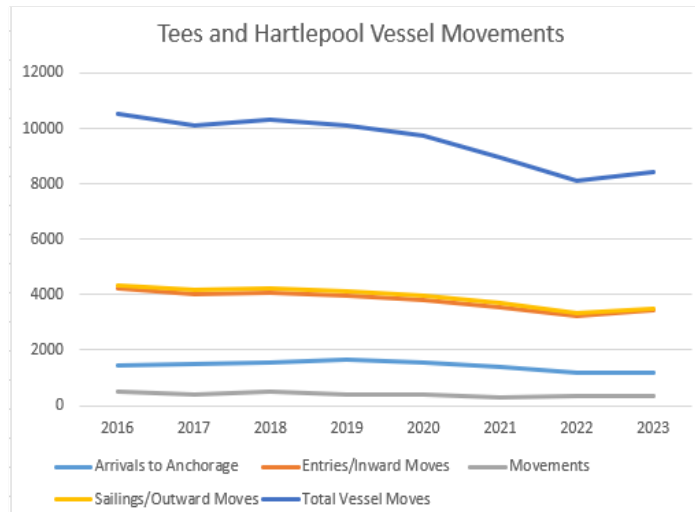
Tees and Hartlepool Port Services 2023



## Comparison of the 2023 performance versus the previous years

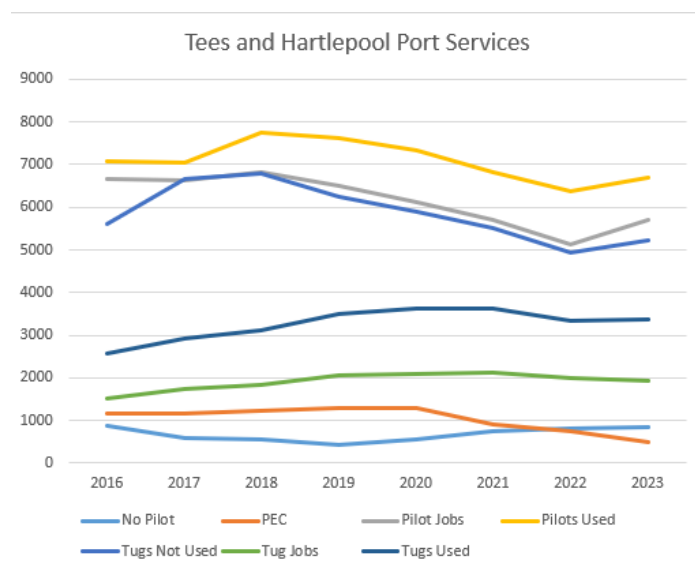
### Vessel Movements

	2016	2017	2018	2019	2020	2021	2022	2023
Arrivals to Anchorage	1431	1524	1528	1642	1546	1384	1182	1192
Entries/Inward Moves	4242	3993	4070	3945	3817	3565	3248	3423
Movements	511	415	490	401	374	306	346	321
Sailings/Outward Moves	4352	4160	4248	4142	3991	3697	3337	3505
<b>Total Vessel Moves</b>	<b>10536</b>	<b>10092</b>	<b>10336</b>	<b>10130</b>	<b>9728</b>	<b>8952</b>	<b>8113</b>	<b>8441</b>



### Port Services

	2016	2017	2018	2019	2020	2021	2022	2023
No Pilot	870	603	562	431	558	760	807	851
PEC	1172	1166	1242	1295	1281	907	744	486
Pilot Jobs	6664	6628	6818	6501	6132	5695	5132	5700
Pilots Used	7080	7041	7749	7636	7349	6835	6371	6683
Tugs Not Used	5598	6666	6796	6236	5908	5503	4937	5238
Tug Jobs	1526	1732	1839	2053	2093	2134	1995	1941
Tugs Used	2558	2928	3108	3500	3635	3637	3353	3370





## 6.2 Incident Reports

The duties of an SHA include an obligation to conserve and facilitate the safe use of the harbour and a duty of care against loss caused by the SHA's negligence. Such losses may be caused by accidents within an SHA's area of jurisdiction.

The PMSC relies upon the principle that duties and powers in relation to marine operations in ports should be discharged in accordance with a MSMS. That system should be informed by and based upon a formal risk assessment. The aim is to establish a system covering all marine operations in ports, which ensures that risks are both tolerable and as low as reasonably practicable.

It is recognised, however, that no matter how informed the risk assessment process and how effective the MSMS regime is, accidents and incidents do occur. The MSMS does address the potential for incidents to occur and provides instructions and guidance on any investigations.

An incident within the Ports of Tees and Hartlepool is categorised using the Trigger Table shown below:

		CONSEQUENCES					
		1	2	3	4	5	6
SEVERITY		Damage to Port infrastructure	Injury to Person or Persons	Damage to the Environment – Release of Hazardous Substance to Water Column or Air	Disruption to Business Continuity	Accident to Ship (PMSC) One or more of the IMO categories which will result in the following	Effect of Negative Publicity on the Company
0	Potential for Incident	Threat of damage.	Threat of injury.	Threat of damage to the environment.	Threat of disruption to the port or vessels.	Threat of damage to vessel or marine structure.	No publicity.
1	Insignificant Incident	Cosmetic damage.	Person receives First Aid.	Small area of sheen <10msq. Small gas release. No clean up required. No action by workforce.	Incident closes port for up to 1 hour. Vessel(s) delayed for a period of up to 6 hrs.	Cosmetic damage. Vessel drags anchor but is under control. Vessel sustains major system failure (engines, etc).	Incident results in small item on 'Local News'.
2	Minor Incident	Loss of timbers from fendering. Bent ladders. Coping stones cracked.	Person visits doctor for treatment (not in ambulance).	Area of metallic appearance <50msq. Pollution team called out - no action. Terminal workforce in containment area onsite.	Incident closes port for up to 3 hours. Vessel(s) delayed for a period up to 18 hrs.	Bent rails. Vessel anchors against advice. Denting to hull.	Regional news with press statement required.
3	Moderate Incident	Bollards <u>broken</u> , berth used with care. Tow lines part. Significant damage to fendering system/ berth.	Fracture of fingers or toes. Immersion in water. Person taken to A&E but not kept in or injury other than major which results in 3 consecutive days' incapacity.	Discontinuous true colour >50msq. Pollution team called out; up to 1 day clean up. Terminal workforce in containment area offsite.	Incident closes port for up to 6 hours. Vessel(s) delayed for a period up to 36 hrs.	Vessel in collision, <u>grounding</u> or floods. Actual damage to hull, cargo gear or accommodation. Vessel fails to respond to instruction to weigh anchor. Mooring lines part.	National news. Journalists attend. Interviews required.
4	Serious Incident	Fender system compromised, requires repair before use. Pipeline damage.	Major injury (MAIB); limb fracture; loss of limb; loss of sight; penetrating eye injury; 24 hrs hospitalisation. Person suffers hypothermia.	Serious pollution (IMO). Pollution team called out, up to 3 <u>days</u> clean up. Local evacuation.	Incident closes port for up to 24 hrs.	Structural damage rendering the ship unseaworthy (IMO). Breakdown necessitating towage. Vessel drags over pipeline. Master/Pilot/Seaman under the influence. Master takes the Con from Pilot	National and International journalists attend. Media management required. A <u>24 hr</u> response may be needed.
5	Very serious Incident	Berth closed for rebuild. Pipeline breach.	Loss of life (IMO).	Severe pollution (IMO). Pollution team called out. Up to 7 <u>days</u> clean up. Large scale evacuation.	Incident closes port for more than 24 hrs.	Total loss of vessel (IMO).	World agencies require 24 hr information for prolonged period.

2023 Incident Statistics with comparison for the last five years, based on the above Trigger Table are shown below:

<b>Severity</b>						
	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
<b>1</b>	27	17	20	27	16	23
<b>2</b>	10	10	7	11	5	17
<b>3</b>	6	8	4	5	8	11
<b>4</b>	-	3	1	-	1	2
<b>5</b>	-	2	2	1	1	-

The above statistics include all incidents reported to PDT in its capacity as SHA, including those not related to safety of navigation. All incidents are reviewed in accordance with the Safety Management System. None of the above reported incidents resulted from or resulted in a non-compliance of the PMSC

## 7. **AUDIT AND REVIEW**

7.1 During the period 1 January 2023 to 31 December 2023, the following Audits/Reviews have been conducted:

	<b>Date</b>	<b>Status</b>
Byelaw Review	September 2020	Internal review complete. External review in progress prior to submission to Department for Transport for approval
Health and Safety Policy	January 2023	Complete
Publish Annual Port Marine Safety Code Performance Review (2022)	February 2023	Complete
PMSC Internal Audit	December 2023	Complete
MSMS Manual Annual Review	December 2023	Complete
Management Standards Review	Ongoing	Ongoing - Progress
Marine Emergency Plan Annual Review	July 2023	Complete
Navigation Risk Assessment Hazard Reviews	Ongoing	Ongoing - Progress
Pilotage Direction Review	February 2023	Complete
NAABSA Berth Documentation Review	July 2023	Complete
DP Briefing to Duty Holder	March 2023	Complete
Trinity House Inspection	November 2023	Complete
VTS Manual Review	February 2023	Complete
River Tees Port Passage Plan Review	October 2023	Complete
Work Boat Compliance Forms	January 2023	Complete
Self-Mooring Site-Specific Risk Assessments (Towage Providers)	January 2023	Complete
Duty Holder Fixed Terms of Reference Review	May 2023	Complete
Duty Holder Training	May 2023	Complete
Environment Energy Management System Internal Audit	July 2023	Complete
Navigational Aid Review	October 2023	Complete

## 7.2 Port Marine Safety Code - External Audit

In July 2022 PDT appointed ABPmer to undertake an external audit covering all aspects of compliance with the Code and the accompanying Guide to Good Practice on Port Marine Operations. The audit seeks to establish if the Harbour Authority is compliant with the requirements of the Code through evidence sampling and onsite observations. The scope of the audit includes a review of the Harbour Authority's performance against the standard laid out within the latest edition of the Code. Any aspects that do not comply with, or fully address, the requirements of the Code will be identified, and recommendations for improvement will be made.

The audit was commissioned to provide re-assurance to the Harbour Master, Designated Person and Duty Holder that the Port remains compliant with all aspects of the Code.

The Audit report uses the following outcomes;

- **Non-Compliance:** a non-compliance with the requirements of the code which are a breach of legal obligations or may comprise marine safety; environmental safety or present a significant reputational risk.
- **Observations;** refers to an improvement opportunity such as an update to information, procedural change, or a non-conformity with local operating instructions. Whilst observations are defined as improvement opportunities addressing them may improve the overall system standard.
- **Satisfactory;** a system component that meets or exceeds the requirements of the code.

### Conclusion

Notwithstanding the recommendations and observations identified, the Port of Tees and Hartlepool was found to be compliant with the requirements of the Code in all areas reviewed.

91 Satisfactory elements were identified, 7 of which were highlighted as areas of best practice.

39 observations relating to improvement opportunities were identified.

**No Non-Conformities were identified.**

Observations Identified	Status – 2023 update		
	Complete	Progressing	Pending
39	32	0	7

Notwithstanding the recommendations and improvement opportunities identified, the Ports of Tees and Hartlepool was found to be compliant with the requirements of the Code in all areas reviewed.

#### 7.4 **Trinity House – Inspection**

Empowered by the Merchant Shipping Act 1995, Trinity House has a statutory duty as the General Lighthouse Authority (GLA) for England, Wales, the Channel Islands and Gibraltar.

The General Lighthouse Authorities are responsible for the superintendence and management of all lighthouses, buoys or beacons within their respective areas. They have a duty to inspect all lighthouses, buoys, beacons and other navigational aids belonging to, or under the management of, a local lighthouse authority. (PMSC 4.1 & Section 195 MSA 1995).

#### **Conclusion**

The local aids to navigation under the management of PDT at Tees Bay and River Tees were inspected on 16/11/2023 by an Officer of Trinity House and found to be in good and efficient order. Four defects were identified, of which 3 have been rectified.

#### 7.5 **Port Marine Safety Code - Internal Audit**

##### **2022 internal audit outcome:**

As agreed before the commencement of the audit, it was not the intention to review all aspects of PMSC compliance at Tees and Hartlepool.

Rather, it was intended to verify that:

1. Previous recommendations were appropriate and had been formally integrated into the MSMS; and
2. That the comprehensive procedures which audits had confirmed are in place are both known to and understood by relevant operatives, and that they can be shown to be followed during daily marine operations.

Following this visit the Designated Person is confident that both of the above objectives were met, firstly through the detailed review of the audit tracker, and secondly through the operational visits to VTS, and especially to witness vessel mooring operations in real time.

From the documentary evidence reviewed, the witnessing of procedures being undertaken in real time, and the ongoing monitoring of reports and attendance at meetings, it is the assessment of the Designated Person (Auditor) that PD Ports Tees and Hartlepool remains compliant with the requirements of the UK Port Marine Safety Code.

<b>Non- conformities Identified</b>
0
<b>Recommendation Identified</b>
0

## 2023 internal audit outcome:

As agreed before the commencement of the audit, it was not the intention to review all aspects of PMSC compliance at Tees and Hartlepool.

The following focus areas were identified.

1. Recommendations and audit findings arising from previous Designated Person and external audits.
2. Hartlepool Harbour and relationships with port operations, port services and neighbouring facilities with regards to the requirements of the PMSC

<b>Non- conformities Identified</b>
0
<b>Recommendation Identified</b>
5

The visit to Hartlepool provided ample opportunity to review the application of the ports MSMS to a location previously unknown to the auditor. Detailed questioning was responded to with detailed and well-informed answers, where necessary backed up by reference to relevant parts of the MSMS.

The current Marine Safety plan was discussed – most targets of the three-year plan have now been met, and the plan is currently being refreshed to cover the next three-year period from 2024 onwards.

### 7.6 Management Standards

In accordance with PDT MSMS, all Standards must be reviewed at regular intervals, but not exceeding two years.

2023 Review performance:

<b>Number of Management Standards</b>	<b>Number of management standards reviewed within a 2 Year Period</b>	<b>Number of management standard exceeding the 2 Year Review Period</b>
113	113	0

8. **COMPETENCE**

PDT assess the fitness and competence of all persons appointed to those positions responsible for safe navigation.

PDT must ensure their staff meet the nationally agreed standards of competence or, alternatively, be able to show that their local competency standards are fully equivalent.

Achieving marine port safety is a team operation and people in these roles must be competent and adequately trained.

9. **MARINE SAFETY PLAN ("MSP")**

PDT publishes a Marine Safety Plan, as required by the Code.

The MSP and policy statements have been reviewed and accepted for the current time period of 2024-2026, which sets out ongoing standard and period performance targets.

Communication, consultation and feedback is a fundamental requirement in ensuring the safety and navigational requirements are understood and are continually reviewed. The following are undertaken to ensure the maintenance of an effective Safety Management System in support of compliance with the requirements of the PMSC:

- Daily communications between the Duty Assistant Harbour Master (AHM) and Port Services (Pilots, Foyboatmen, Towage Operator, Agents and Berth Operators) in relation to the safe and efficient regulation of vessel movements within the Ports of Tees and Hartlepool and its approaches.
- Dedicated risk assessments of new and existing marine operations and services as required.
- The proactive and reactive review of identified hazards to navigation and the associated risk control measures that mitigate those risks to an acceptable (As Low as Reasonably Practicable) level.
- Port Liaison Committee Meeting.
- Conservancy Liaison Meeting.
- PMSC Designated Person Committee Meeting.
- Marine Services/Safety Forum.
- North East Ports' Marine Group.
- The investigation of all reported marine incidents.
- Regular internal and external audits and reviews of the SMS, its functions and procedures.

- The maintenance and exercising of PDT's Emergency Plans and procedures, including oil spill management.



## Standing Objectives

	Service Provision/Activity Target	Target
1	Navigational and Marine Incidents	<ul style="list-style-type: none"> <li>• No major incidents, serious injuries or serious pollution as a result of a failure of the Port MSMS</li> <li>• Thorough reporting, investigation and analysis of Navigational and Marine Incidents and Occurrences</li> <li>• Ensure all risk assessments are appropriate and updated as required to prevent any major navigation or pollution incident</li> <li>• Prioritise investment in technology, infrastructure, and personnel to improve our ability to prevent incidents from occurring and respond to emergency situations</li> </ul>
2	Vessel Traffic Service	<ul style="list-style-type: none"> <li>• Maintain an effective VTS in accordance with UK, National, IALA and IMO Standards</li> <li>• Ensure infrastructure is properly maintained and tested to ensure continued operation</li> <li>• Ensure VTS is adequately staffed and that VTS personnel are appropriately trained and qualified</li> <li>• Ensure VTS personnel skills and knowledge remain current and appropriate by the use of effective Continuing Professional Development (“CPD”)</li> <li>• Ensure effective administration and support function remain, as these are essential for a proper functioning VTS</li> <li>• Ensure representation on the UK VTS Policy Steering Group</li> </ul>
3	Provision of a Pilotage Service including the authorisation of Pilotage Exemptions	<ul style="list-style-type: none"> <li>• No major incidents resulting from Pilotage or Pilotage Exemption Certificate holder errors</li> <li>• Ensure an appropriate pilotage service is available continuously</li> <li>• Ensure pilot skill and knowledge remain current and appropriate to class by the use of effective Continuing Professional Development (“CPD”)</li> </ul>
4	Conservancy and Hydrographic Service	<ul style="list-style-type: none"> <li>• Ensure hydrographic data is obtained at an appropriate interval as defined by the Harbour Master</li> <li>• Ensure key survey information is promulgated to stakeholders in accordance with the MSMS</li> </ul>

		<ul style="list-style-type: none"> <li>• Through appropriate reporting, maintenance and response ensure Local Aids to Navigation availability meets Trinity House targets</li> <li>• Supply UK Hydrographic Office with information that may be needed for their Admiralty Charts and other publications</li> </ul>
5	Policy, plans and procedures	<ul style="list-style-type: none"> <li>• Ensure all port policy, plans and procedures and review, updated and published as required</li> </ul>
6	Liaison and consultation with Port Stakeholders	<ul style="list-style-type: none"> <li>• Ensure through regular routine meeting / forums as described above, that appropriate and open consultation with port stakeholders is maintained regarding proposed amendments to Port Byelaws, General Directions and operational management standards</li> </ul>

**Period Targets: 2021 – 2024**

	<b>Service Provision/Activity Target</b>	<b>Target</b>	<b>Status</b>
1	Port Marine Safety Code External and internal Audit	Ensure all outstanding recommendations and improvement opportunities from such PMSC audits are formally addressed and closed.	Complete – pre-2022 External Audit
2	HSE Explosive license	License variation to be submitted for approval to the HSE due to recently added Port infrastructure.	Completed 2022
3	Port Community System	Phased development of a Port Community System, in consultation with Port Stakeholders, to improve engagement, communication and efficiency of associated port operations.	Project Complete
4	The Tees and Hartlepool Byelaws	Complete the review of the Tees and Hartlepool Byelaws.	Review complete. Awaiting Governmental approval
5	Port Marine Emergency Access / Ingress	Confirm the requirement for alternative Port Marine Emergency Access measures in consultation with Port Stakeholders.	Requirement confirmation confirmed - see period target 2024-2026
6	TEES VTS Replacement Program	Deliver program in accordance with associated project plan. To ensure TEES VTS maintains an efficiency and effective service level.	Complete for this period
7	Pilotage Directions	Complete a review of the current parameters and criteria of the current Pilotage Directions.	Complete 2021
8	Harbour Office and VTS Staff Training – Continual Professional Development	Enhance CPD to include personal insights and profile training.	Complete 2021

**Period Targets 2024-2026**

	<b>Service Provision/Activity Target</b>	<b>Target</b>
<b>1</b>	TEES VTS Replacement Program	Continue to deliver the VTS upgrade program in accordance with associated project plan
<b>2</b>	Port Marine Emergency Access	Establish a secondary marine emergency access / casualty landing pontoon at the Harbour Office (or suitable alternative location) as a backup to the Pilots' Landing at Tees Dock
<b>3</b>	The Tees and Hartlepool Byelaws	Complete the review of the Tees and Hartlepool Byelaws and submit to Department for Transport
<b>4</b>	Incident Investigation	Improve current incident recording system to allow for comprehensive recording of incidents, with geographical representation and the ability to integrate incident data with existing risk registers
<b>5</b>	Legislation / Guidance	Identify the implications of any new legislation and / or guidance on our current operations. (e.g. updated PMSC). Where this creates any new duties or responsibilities on organisations these are to be incorporated into the MSMS
<b>6</b>	Harbour Revision Order	Complete the Harbour Revision Order to change Harbour limits and extend compulsory pilotage to include the South Bank Quay development
<b>7</b>	Towage	Develop specific towage guidelines. Ensure procedures and risk assessments relating to routine towage operations are developed, managed and regularly reviewed by tug operators, organisations, port services and stakeholders to ensure a safe and efficient service
<b>8</b>	Conservancy	Deliver a program to integrate new dredger into the existing conservancy fleet, ensuring this is done in compliance with current legislation and guidance. This will require an update to our International Safety Management ("ISM") Code documentation, with regards to the safe management and operation of the vessel
<b>9</b>	Environmental Duty	Develop a green port strategy with substantial environmental goals and targets within the Statutory Harbour Authority Area.

9. **AIDS TO NAVIGATION**

PDT acts as the Local Lighthouse Authority and has the power to carry out and maintain the marking or lighting of any part of the harbour within the Authority's area.

All aids to navigation maintained must comply with the "International Association of Lighthouse Authorities Guidelines and Recommendations".

As noted in section 7.4, the local aids to navigation under the management of PDT were inspected on 16/11/2020 by an Officer of Trinity House and found to be in good and efficient order.

IALA Category		Availability	Target availability
3 year rolling availability			
P1916 Tees PD Teesport	1	99.90%	99.8%
	2	100%	99.0%
	3	99.86%	97.0%
P1917 3 <sup>rd</sup> Party	2	100%	99.0%
	3	99.97%	97.0%
Year availability – 2023			
P1916 Tees PD Teesport	1	99.91%	99.8%
	2	100%	99.0%
	3	99.71%	97.0%
P1917 3 <sup>rd</sup> Party	2	100%	99.0%
	3	99.94	97.0%