Rampion 2 WIND FARM

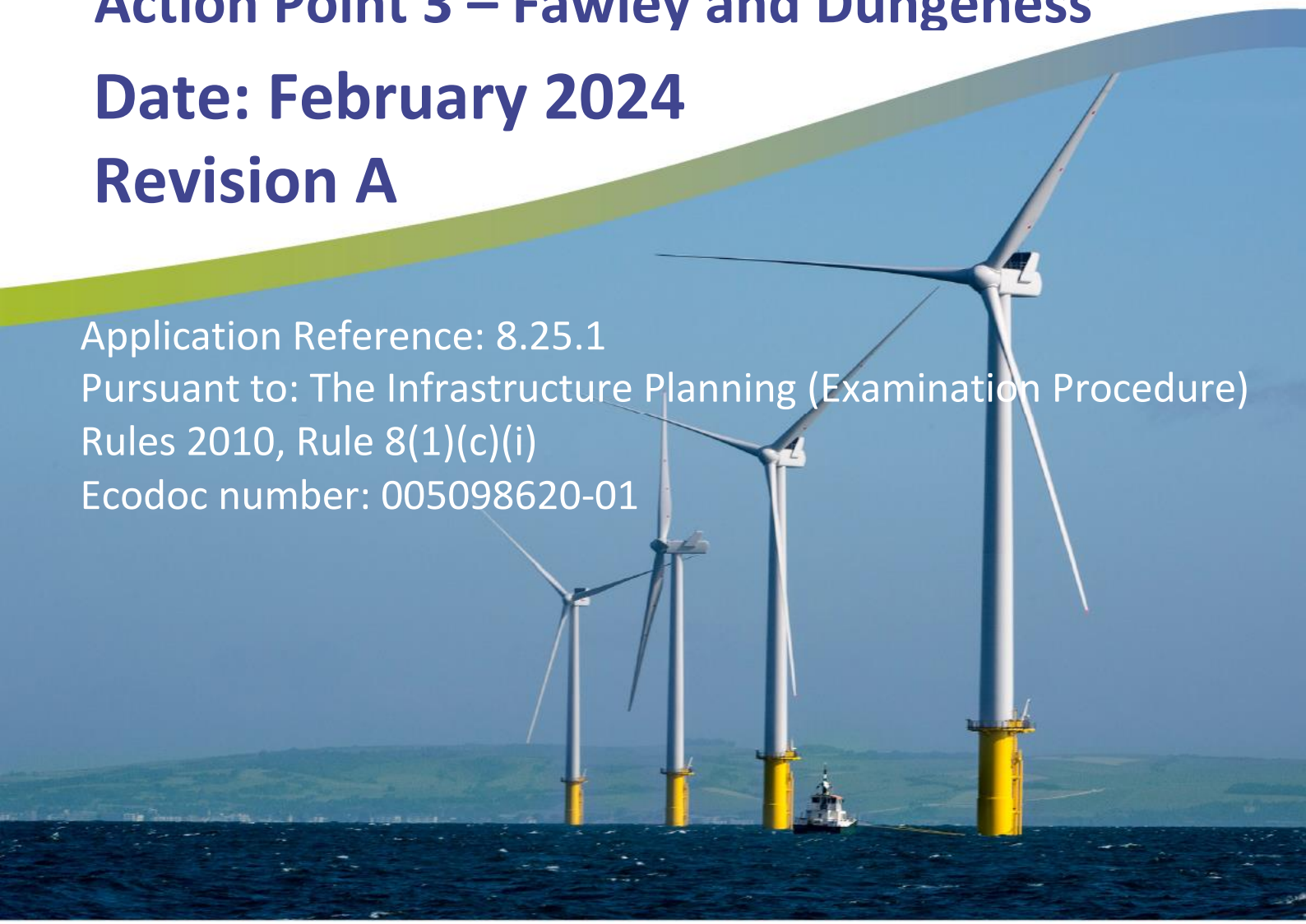
Rampion 2 Wind Farm

Category 8: Examination Documents

Applicant's Post Hearing Submission – Issue Specific Hearing 1 Appendix 1 - Further information for Action Point 3 – Fawley and Dungeness

Date: February 2024

Revision A



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Revision	Date	Status/reason for issue	Author	Checked by	Approved by
A	28/02/2024	Deadline 1	WSP	WSP	RED

Contents

1. Introduction

1.1 Overview

1.1.1 Rampion Extension Development Limited (hereafter referred to as 'RED') (the 'Applicant') is developing the Rampion 2 Offshore Wind Farm Project ('Rampion 2') located adjacent to the existing Rampion Offshore Wind Farm Project ('Rampion 1') in the English Channel.

1.1.2 Rampion 2 will be located between 13km and 26km from the Sussex Coast in the English Channel and the offshore array area will occupy an area of approximately 160km^2. A detailed description of the Proposed Development is set out in **Chapter 4: The Proposed Development**, **Volume 2** of the Environmental Statement (ES) **[APP-045]**, submitted with the Development Consent Order (DCO) Application.

1.2 Purpose of this Document

1.2.1 This document provides further information requested in response to Action Point 3 which states "*Applicant to provide additional evidence and justification to explain why the National Grid substation at Fawley and Dungeness were discounted – the substations which would have avoided an onshore cable route – including information on the challenges of crossing the shipping lanes at Southampton and the designated Inshore Traffic Zone*".

1.3 Response to Action Point 3

Introduction

1.3.1 The Applicant's options appraisal process for the Rampion 2 grid connection points included consideration of whether the grid connections were technically feasible, or had any significant constraints such as shipping and navigation challenges, steep cliffs, ecological constraints such Sites of Special Scientific Interest (SSSIs), Special Protection Areas (SPAs) and National Parks. This process also took into account the location of the offshore array area and high level considerations for potential landfall locations.

1.3.2 The Connections Infrastructure Option Notice (CION) process led by National Grid Electricity System Operator (NGESO) happened in parallel with the Applicants options appraisal process and focussed on the technical and system capacity for facilitating an efficient new connection to the transmission network and overall consideration of cost to the consumer.

1.3.3 NGESO provide a useful summary of the key considerations in relation to the CION process which was undertaken for the Aquind Interconnector Project DCO application and was set out in a letter submitted by NGESO to the Secretary of State in connection with their determination. The content is particularly relevant to the current application for Rampion 2 as both projects involve proposed development within the South Downs National Park (SDNP)

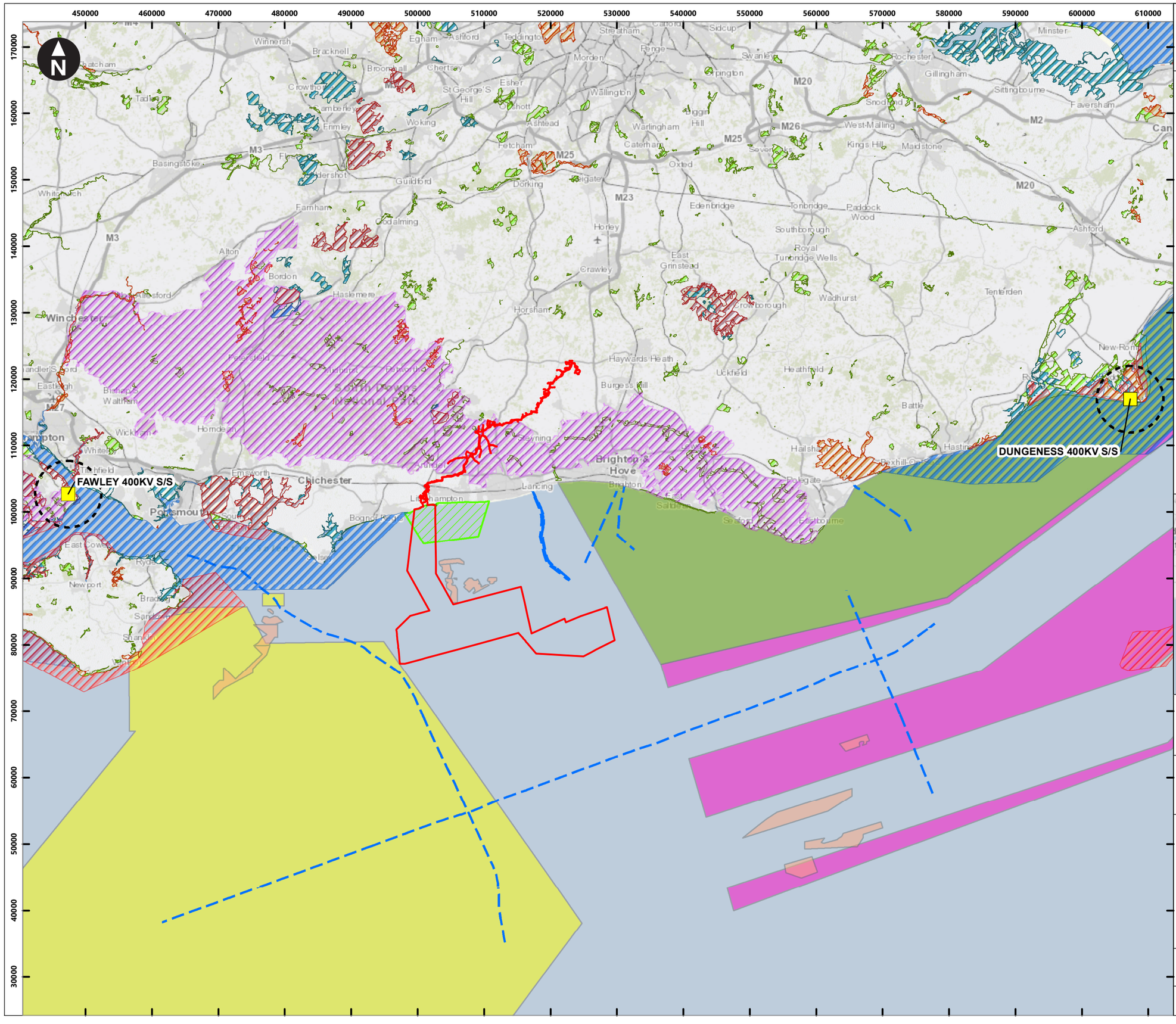
"the CION is a collaborative process resulting in a preferred point of connection to the transmission system to inform the connection offer and scope of the transmission works. The CION records the output of the work between the Developer, TO[1] and NGESO to identify the overall most economic, efficient and coordinated connection option. Planning and environmental considerations are considered in the process by the Developer, as they must be willing to accept the connection offer following the CION process. Therefore the developer must believe the option identified is feasible in terms of consenting and deliverability, in this case recognising the designation of the South Down National Park. All parties to the CION are mindful that the necessary consents must be subsequently obtained through the planning process to deliver the identified option. Parties to the CION process are also subject to amenity duties under Schedule 9 of the Electricity Act 1989".

1.3.4 As part of the CION process, Cost Benefit Analysis carried out by NGESO considered both construction and operational costs to the electricity consumer and showed that Bolney was the most economical and efficient option.

1.3.5 The key findings of the CION process are presented in **Chapter 3: Alternatives** of the Environmental Statement **[APP-044]**. The final preferred option was agreed by all parties to be Bolney on 05 February 2020.

1.3.6 **Figure 1** illustrates the overview of the environmental and technical constraints identified in proximity to Fawley and Dungeness. The following sections outline the reasons for discounting Fawley and Dungeness in detail.

[1] TO: Transmission Owner



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Key

- Proposed DCO Order Limits
- Potential onshore substation search area
- Special areas of conservation
- Special protection areas
- Sites of special scientific interest
- National park
- National Grid connection
- Subsea cable
- Marine aggregate dredging area
- TSS
- Inshore traffic zone
- Firing practice area
- Littlehampton Competent Harbour Authority

Kilometres
0 3 6 12 18 24

1:550,000

British National Grid Transverse Mercator

Rampion Extension Development

Rampion 2 WIND FARM

Rampion 2 Offshore Wind Farm

Figure 1. Constraints surrounding Fawley and Dungeness Grid Connection Options

Environmental Statement

System Identifier:	Version:
42285-WSPE-EX-CC-FG-O-3391	1.0

Company:	Drawn By:	Chk/Aprvd:	Drawn Date:	Status:
WSP	SUTET	OSMOL	22/02/2024	DRAFT

Fawley Grid Connection Option

Overview

1.3.7 Fawley is located in Hampshire on the west bank of Southampton Water. The site was confirmed by the CION process to be able to accommodate the 1,200MW capacity required by Rampion 2. This option presented an opportunity to potentially avoid the need for cabling through the SDNP. However, when technical, and environmental constraints for the site were appraised, the site was found to be not viable for Rampion 2 as a grid connection and these considerations are set out in the following paragraphs.

440000

450000

110000

100000

N

Upper Hamble Estuary and Woods SSSI

Botley Wood and Everett's and Mushes Copses SSSI

Dibden Bay SSSI

Lincegrove and Hackett's Marshes SSSI

The New Forest SAC

Solent Maritime SAC

Solent Maritime SAC

Hythe to Calshot Marshes SSSI

The New Forest SAC

New Forest SPA

The New Forest SSSI

The New Forest SAC

Lee-on-the Solent to Itchen Estuary SSSI

FAWLEY 400KV S/S

Solent Maritime SAC

Titchfield Haven SSSI

New Forest

Solent and Dorset Coast SPA

Solent Maritime SAC

North Solent SSSI

Solent & Southampton Water SPA

Sowley Pond SSSI

Hurst Castle and Lymington River Estuary SSSI

Solent Maritime SAC

Thorness Bay SSSI

King's Quay Shore SSSI

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Key

- Potential onshore substation search area
- Special areas of conservation
- Special protection areas
- Sites of special scientific interest
- National park
- National Grid connection

Kilometres
0 0.325 0.65 1.3 1.95 2.6

1:60,000

British National Grid Transverse Mercator

Rampion Extension Development

Rampion 2 WIND FARM

Rampion 2 Offshore Wind Farm

Figure 2. Constraints surrounding Fawley Grid Connection Option

Environmental Statement

System Identifier:	Version:
42285-WSPE-EX-CC-FG-O-3391_Fawley	1.0

Company:	Drawn By:	Chk/Aprvd:	Drawn Date:	Status:
WSP	SUTET	OSMOL	22/02/2024	DRAFT

Technical Constraints

1.3.8 The approaches to Fawley grid connection option are part of the vessel approaches to the Ports of Southampton, Portsmouth and Cowes. In comparison to the selected offshore cable corridor for Rampion 2, extensive operational mitigations would be required in this area to minimise the effects of both installation activity and burial/protection methods employed (including effects on maintenance dredging) to ensure risks to vessels were As Low As Reasonably Practicable. Managing this safe operation of the navigable water in this busy area would have knock on impacts in terms of scheduling, coordinating with third party vessels, port authorities. In comparison to the selected option this would be complex and entail additional costs. In addition to this the export cable route would have to cross the IFA 2 interconnector and the proposed Aquind interconnector (which was assumed at the time of the Applicant's options appraisal would have been consented and constructed before Rampion 2 construction commenced), adding further complication. Additional cable crossings are undesirable as each presents engineering challenges, necessitates coordination of parties and reaching of the relevant agreements with the counterparties of each crossing. In summary, when this option is compared to the selected grid connection at Bolney and associated landfall at Climping presented in the Rampion 2 DCO application, the vessel traffic in the area is lower frequency and is less technically constrained.

1.3.9 The likelihood of encountering multiple unexploded ordnance (UXO) within the Solent harbours area was also considered to be much higher than within the selected Rampion 2 Development Consent Order Limits as a result of the higher level of bombing raids in this area and mining activities, particularly during World War II in comparison to the coastal area within which the offshore export cable route for the Proposed Development is located.

Environmental Constraints

1.3.10 In considering the most appropriate route to link from the offshore wind farm to a potential onshore grid connection, a number of design principles were applied. These aim to minimise potential impacts associated with the installation and presence of the export cables and steer the decision-making process throughout. Initially these comprised:

- avoiding key sensitive features and marine protected areas where possible and where not, seeking to mitigate impacts; and
- identifying the shortest route as a preference for cable routing to minimise construction timescales, and associated environmental impacts.

1.3.11 These guiding principles have been applied alongside, and are compatible with, The Crown Estate's Cable Route Protocol (CRP) (The Crown Estate, 2019), which provides the overarching guidance and requirements for the identification of an appropriate and acceptable export cable corridor. The CRP comprises a set of requirements for offshore energy developers which are designed to manage the offshore export cable planning process with the aim of minimising impacts to designated sites, including Special Protection Areas (SPAs), Special Areas of Conservation (SACs), Marine Conservation Zones (MCZ) and Sites of Special Scientific Interest (SSSIs). Adherence to the CRP is a prerequisite for granting of a

transmission assets Agreement for Lease (AfL). Principle 3 of the CRP places emphasis on avoiding impacts on protected sites.

1.3.12 The coast at Fawley is designated as part of the National Site Network (referred to in planning policy and legislation as 'European sites') as part of the Solent Maritime SAC (please refer to **Figure 2**). This supports a range of sensitive habitats including Annex I habitats '1130 Estuaries', '1320 Spartina swards' (also recognised as an irreplaceable habitat in The Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) and '1330 Atlantic salt meadows'. There are a further seven Annex I habitats present which are not primary reasons for designation. It is also designated as a SPA (The Solent and Southampton Water SPA) for populations of breeding common tern, little tern, Mediterranean gull, roseate tern and sandwich tern. It also supports a range of over-wintering waterbirds including dark-bellied brent geese. An overarching Ramsar designation also captures the range of red data book invertebrates and plants present. The presence of overlapping European site designation demonstrates the highly sensitive nature of the coastline at Fawley. The SPA would need to be crossed by an export cable corridor route upon approach to this grid connection site. To make landfall, it is likely that a horizontal directional drill (HDD) would need to be launched from a site within the New Forest National Park to the south of the Fawley Substation and would exit within the Solent and Southampton Water SPA.

1.3.13 The works would include a substation site of approximately 9ha and onshore cabling between the existing and new substation. Following the identification a grid connection point, a search area of 5km radius from the connection point is used to identify potential new onshore substation sites (illustrated in **Figure 2**). This search area is used because the underground cable circuits generate significant amounts of reactive power which increases with the higher voltage of the 400kV line. This search area meets National Grid Code reactive power requirements. The Fawley grid connection option is located within the New Forest National Park Authority area, and as shown on **Figure 2** there is limited land onshore within this 5km radius that is not located within the National Park, within the grounds of Fawley Refinery or the local residential areas of Langley, Blackfield, Fawley and Holbury. Construction of a new substation site within a 5km radius of Fawley would likely require the clearance of some woodland types on the Priority Habitats Inventory within the National Park. The mitigation hierarchy commonly applied with regards ecological assessment (i.e. avoid, minimise, mitigate and compensate) clearly demonstrates Fawley should be avoided given the international level environmental designations present and the potential impact on the New Forest National Park.

1.3.14 The contributing factors for discounting the Fawley site included technical constraints with regard to the significance of the vessel traffic in the associated offshore approaches to the site, the expected high presence of UXOs. Significant environmental constraints of international and national importance are also unavoidable with this option with offshore approaches to the site and within the onshore search area for a new substation. On balance when compared to the other grid connection options appraised during the early high level options appraisal process, for these reasons this site was not selected.

Dungeness Grid Connection Option

Overview

1.3.15 Dungeness is located in Kent. The Dungeness grid connection option would require an estimated offshore cable length of 102km and 0.2km onshore connection length compared to the selected option at Bolney which has an offshore cable length of approximately 17km and an onshore connection length of 38.8km. NGESO did not shortlist the Dungeness grid connection option through the CION process, indicating that it was not considered an economic and efficient connection option for Rampion 2 (in terms of cost to the end electricity consumer). When technical and environmental constraints for the site were appraised by the Applicant, the site was found to be not viable for Rampion 2 as a grid connection and these considerations are set out in the following paragraphs.

600000

610000

120000

110000

N

New Romney

Littlestone-on-

Lydd

Dungeness SAC

Dungeness SAC

Dungeness, Romney Marsh and Rye Bay SSSI

DUNGENESS 400KV S/S

Dungeness, Romney Marsh and Rye Bay SPA

Key

- Potential onshore substation search area
- Special areas of conservation
- Special protection areas
- Sites of special scientific interest
- National Grid connection
- TSS
- Inshore traffic zone

Kilometres
0 0.325 0.65 1.3 1.95 2.6

1:60,000

British National Grid Transverse Mercator

Rampion Extension Development

Rampion 2 WIND FARM

Rampion 2 Offshore Wind Farm

Figure 3. Constraints surrounding Dungeness Grid Connection Option

Environmental Statement

System Identifier:	Version:
42285-WSPE-EX-CC-FG-O-3391_Dungeness	1.0

Company:	Drawn By:	Chk/Aprvd:	Drawn Date:	Status:
WSP	SUTET	OSMOL	22/02/2024	DRAFT

Technical Constraints

1.3.16 Dungeness B Power Station is adjacent to this grid connection option. Undertaking any construction project in proximity to an on-going nuclear defueling and decommissioning project is expected to require special considerations and coordination with the site operator, EDF Energy Ltd. This complexity is avoidable by connecting to Bolney.

1.3.17 Other constraints in this area include the Lydd firing range which is an active MOD firing range to sea located immediately to the west of the grid connection option (**Figure 3**). Working in an area of an active firing range raises health and safety concerns for both construction and operations. The area also has additional issues with potential UXOs. This would have knock on environmental implications (in dealing with potential UXOs) and would entail additional costs compared to the selected offshore cable corridor and landfall for Rampion 2.

Environmental Constraints

1.3.18 As set out above, in considering the most appropriate route to link from the offshore wind farm with a potential onshore grid connection, a number of design principles were applied and which are compatible with The Crown Estate's Cable Route Protocol (CRP) (The Crown Estate, 2019).

1.3.19 The coast at Dungeness is designated at the international level as part of the Dungeness SAC (**Figure 3**). This supports a range of sensitive habitats including Annex I habitats '1210 annual vegetation of drift lines' and '1220 perennial vegetation of stony banks'. It is also designated for the Annex II species great crested newt. The Dungeness, Romney Marsh and Rye Bay SPA also covers the area (and a large area of the surrounding sea) due to the presence of a range of breeding and non-breeding birds including waders, wildfowl and seabirds. An overarching Ramsar designation also captures a range of red data book invertebrates and plants and water vole. The presence of overlapping European site designation demonstrates the highly sensitive nature of the coastline at Dungeness. To make landfall with the export cables there would be no way of avoiding interactions with the multiple overlapping European designated sites identified in the area. The mitigation hierarchy commonly applied with regards ecological assessment suggests Dungeness should be avoided given the international level designations present.

1.3.20 There is also a complex coastal erosion and sea defence maintenance regime at this location. The area is underlain by shingle which is moving slowly north and east as the sea moves the shingle from one side of the headland to the other and sea defences are continually maintained. A process of beach recharging is employed which involves the capture and retrieval of beach shingle that has washed past the power station. This is necessary to maintain the shoreline in this area and for the safety of the entire area including the power stations. Special provisions would have to be made for cable landfall in this area due to this highly dynamic coastal environment. Potential beach recharging would have to be carried out, as undertaken by the power station since 1966, to maintain the shoreline and sea wall. This would have an impact on the project's economical viability.

1.3.21 Following the identification a grid connection point, a search area of 5km radius from the connection point is then used to identify potential new onshore substation sites (as explained previously above). The Dungeness grid connection option is located within the Dungeness SAC and Dungeness, Romsey and Rye Bay SPA and SSSI (**Figure 3**). Only a small area within the 5km radius is located outside of these designations which includes Lydd residential area. Construction of a new substation site within a 5km radius of Dungeness would not be able to avoid construction works within these designations.

1.3.22 The contributing factors for discounting the Dungeness site included technical constraints with regard to the complexities that would be potentially associated with adjacent Dungeness power station site. Significant environmental constraints of international importance are also unavoidable with this option with offshore approaches to the site and within the onshore search area for a new substation. On balance when compared to the other grid connection options appraised during the early high level options appraisal process, for these reasons this site was not considered a viable alternative.

Concluding Remarks

1.3.23 Both grid connection options were discounted very early in a high-level options appraisal process undertaken by the Applicant in parallel with the National Grid CION process prior to Scoping.

1.3.24 The contributing factors for discounting the Fawley site included technical constraints with regard to the significance of the vessel traffic in the associated offshore approaches to the site and the expected high presence of UXOs. Significant environmental constraints of international importance are also unavoidable with this option with offshore approaches to the site and within the onshore search area for a new substation. On balance when compared to the other grid connection options appraised during the early high level options appraisal process, for these reasons this site was not selected.

1.3.25 The contributing factors for discounting the Dungeness site included technical constraints with regard to the complexities that would be potentially associated with adjacent Dungeness power station site. Significant environmental constraints of international importance are also unavoidable with this option with offshore approaches to the site and within the onshore search area for a new substation. On balance when compared to the other grid connection options appraised during the early high level options appraisal process, for these reasons this site was not considered a viable alternative.

1.3.26 The approach to site selection and the consideration of alternatives for Rampion 2 accords with the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 and the requirements of the National Policy Statement EN-1 and National Policy Statement EN-3 both in terms of the 2011 versions extant at the time the application was made, and the newly designated 2023 versions, which requires the Applicant to set out those alternatives that were considered and explain the choices that were made. The results of this assessment are presented in **Chapter 3: Alternatives, Volume 2** of the Environmental Statement **[APP-044]**.

1.3.27 As set out in **Chapter 4: The Proposed Development, Volume 2** of the ES **[APP-045]**, Schedule 4 of the Infrastructure Planning (Environmental Impact Assessment) Regulations 2017 requires that Environmental Statements include a description of the reasonable alternatives (for example in terms of development design, technology, location, size and scale), which are relevant to the proposed project and its specific characteristics and an indication of the main reasons for selecting the chosen option, including a comparison of the environmental effects.

1.3.28 National Policy Statement (NPS) EN-1 (2011) states that development consent may be granted within National Parks in exceptional circumstances and that the development should be demonstrated to be in the public interest and include the assessment of the following (paragraph 5.9.10 of EN1 (DECC, 2011a)). NPS EN1 (DESNZ, 2023a: paragraph 5.10.31 also includes these considerations).

1.3.29 The Applicant has complied with the policy requirement to consider alternative grid connection options (Fawley and Dungeness) to crossing the SDNP. At this early stage in the project, connection to either Fawley or Dungeness were assessed as worse than those arising from the selected option even though the selected option requires development in the SDNP for the reasons set out in this note. Additional information which demonstrates the need for the project, the cost of, and scope for, developing alternatives and consideration of any detrimental effect on the environment, the landscape and recreational opportunities, and the extent to which that could be moderated are set out in Section 4.4 of the **Planning Statement [APP-036]**.

1.4 References

Department for Energy Security & Net Zero (2023). *Overarching National Policy Statement for Energy (EN-1).* (Online) Available at: https://assets.publishing.service.gov.uk/media/64252f3b60a35e00120cb158/NPS_EN-1.pdf (Accessed: February 2024).

Electricity Act 1989. (Online) Available at: https://www.legislation.gov.uk/ukpga/1989/29/contents (Accesed: February 2024).

National Grid ESO (2024). *EN020022: AQUIND INTERCONNECTOR The Examining Authorities further written Questions for National Grid Electricity System Operator, Reference EIA 2.6.1*. (Online) Available at: https://infrastructure.planninginspectorate.gov.uk/wp-content/ipc/uploads/projects/EN020022/EN020022-003579-DL7%20National%20Grid%20Electricity%20Systems%20Operator%E2%80%99s%20limited%20(NGESO)-%20NGESO%20Planning%20Inspectorate%20Response%20EIA%202.6.1%20Aquind%20V1.pdf (Accessed: February 2024).

The Crown Estate (2021). *Cable Route Identification & Leasing Guidelines*. (Online) Available at: https://www.thecrownestate.co.uk/media/3994/the-crown-estate-cable-route-identification-leasing-guidelines.pdf (Accessed: February 2024).

The Town and Country Planning (Environmental Impact Assessment) Regulations 2017. (Online) Available at: https://www.legislation.gov.uk/uksi/2017/571/contents/made (Accessed: February 2024).

PILOTAGE DIRECTIONS

Updated November 2021

CONTENTS

PILOTAGE DIRECTIONS

Introduction

1.1 The Littlehampton Harbour Board is the Competent Harbour Authority (CHA) for Littlehampton Harbour under the terms of the Pilotage Act 1987 (The Act).

1.2 As part of the Review of the Pilotage Act 1987 the government, through the Ports Division of the Department of Environment, Transport and the Regions, visited Littlehampton Harbour to assess the continued relevance of Competent Harbour Authority status; whether Pilotage responsibilities were being properly fulfilled and whether further steps need to be taken to comply with obligations of the Act and recommendations in the Port Marine Safety Code, published in January 2000.

1.3 As a result of its assessment the Department recommended that the Littlehampton Harbour Board retained its status as Competent Harbour Authority but that this status should be kept under review. The purpose of the review will be to ensure that safe practices are in place for the wellbeing of the Harbour, the safety of vessels, and the protection of the environment. The review will involve consultation with harbour operators for whom Pilotage arrangements are relevant.

1.4 In reviewing its status as CHA the Littlehampton Harbour Board (The Board) will, in conjunction with consideration of the requirements of the *Port Marine Safety Code*, keep under assessment:

- Whether Pilotage is necessary (s.2, Pilotage Act 1987)
- The boarding and landing arrangements for pilots
- The method and extent of funding for the Pilotage service
- The Board's competence to assess applicants for Pilotage Exemption Certificates
- The adequacy of the service with regard to training, authorisation and succession.

1.5 **Pilotage Safety Assessment:** A pilotage service is currently deemed to be a critical risk reduction measure in line with section two of the Pilotage Act 1987. This is because entry or departure from Littlehampton is challenging without specific and regular experience due to:

- Notable tidal set across the harbour entrance
- Narrowness of the channel (30m at the light house and 22m at the Footbridge)
- Local effects causing variation on planned Underkeel Clearance (UKC) over the bar
- Expected interaction effects at bar, alongside shoal bank or in narrows
- Rate of river flow affecting steerage
- Limited or no visibility of oncoming traffic until transit of the narrows is committed to
- Volume of leisure users and the need for temporary harbour closures during most acts
- Infrequency of large commercial traffic (6-12 per year at time of publishing)

1. Pilotage Areas of Jurisdiction

2.1 **The Harbour**

The area of jurisdiction for Littlehampton Harbour Competent Harbour Authority (CHA) includes the Statutory Harbour Area (SHA) and the CHA Pilotage Area. The SHA is the whole of Littlehampton Harbour as defined in Part 5 section 36 of the Littlehampton Harbour & Arun Drainage Outfall Act of 1927.

"The harbour shall include the River Arun and the estuary thereof below the line of the high water mark of ordinary spring tides from the south side of Arundel Bridge to an imaginary line drawn due East and West through an imaginary point situate fifty feet due South of the southern extremity of the Western Pier at the entrance to the harbour extending for five hundred yards to the East and

five hundred yards to the West of that point and from the termination of this line on the East and West sides respectively due North to the high water mark of ordinary spring tides on the seashore and the wharves lands and works for the time being of the Harbour Board." **The SHA Area is displayed in red on the chart below.**

2.2 Approaches

The CHA Pilotage Area includes the SHA and the area established by the Littlehampton (Pilotage) Harbour Revision Order 1988, which states:

"The limits within which the Board shall have jurisdiction for the purposes of pilotage under Part I of the Pilotage Act 1987 shall include (in addition to the harbour) the area coloured pink on the signed plan, being the waters of the sea for a distance of three nautical miles from low water mark of ordinary spring tides bounded on the west by an imaginary line joining Halnaker Mill and Middleton Church and on the east by an imaginary line joining Chanctonbury Ring and Goring Church." **The CHA Pilotage Area is displayed in light blue on the chart below.**

2.3 Pilotage is compulsory within Littlehampton Harbour CHA area of jurisdiction for:

Vessels over 60GT (gross tonnes) and over;

Vessels carrying more than 12 passengers when greater than or equal to 20m in length;

Any vessel engaged in towing or pushing another where combined tonnage exceeds 60GT. (see also the port's published Towage Guidelines HERE)

Any vessel greater than or equal to 20m length suffering from a defect or deficiency that effects its normal ability to navigate and/or manoeuvre or its ability to comply with the requirements of the COLREGS and/or STCW.

2.4 As per Admiralty Chart 1652, the Pilot Boarding point is at 50° 46.60'N 000° 32.60'W and the Anchorage is at 50° 46.00'N 000° 32.50'W

2. Authorisation and Employment of Pilots

3.1 The Littlehampton Harbour CHA will ensure that the requirements for a Pilotage service are continually reviewed and will consult with stakeholders and relevant organisations as part of this process. It will ensure that pilots are properly trained and experienced to undertake Pilotage in Littlehampton Harbour.

3.1.1 The Harbour Master will be responsible to the Board for the day to day administration of the service and ensure necessary Pilotage requirements are met.

3.2 Pilotage Exemption Certificates

3.2.1 Pursuant to s.8 of the Pilotage Act 1987 Act the Littlehampton Harbour CHA on application by any person who is bona fide a deck officer of any ship shall, subject to the conditions and requirements outlined in 3.2.2, grant a "Pilotage Exemption Certificate" (PEC) to him/her. The CHA has delegated its powers to grant PECs to the Harbour Master.

3.2.2 Conditions and requirements necessary for the granting of such a Certificate are defined and set out in the following pages.

3.3 Pilotage Charges

The Littlehampton Harbour CHA will endeavour to recover costs in the provision of the Pilotage service from those who directly use the service. The applicable charges for acts of Pilotage undertaken by the Littlehampton Harbour authorised pilot shall be those specified in the Schedule of Pilotage charges.

3. Consultation and Advice

4.1 The Littlehampton Harbour CHA will consult and seek advice pursuant to s.7(4) of the Pilotage Act 1987 prior to giving a Pilotage direction. The Littlehampton Harbour Board's area of jurisdiction is of value to nature conservation and this will be taken into account where consultation is undertaken in respect of the CHA's arrangements for Pilotage.

4.2 The Board will produce an annual report of policies and procedures, including key performance indicators (KPI) against prescribed measures of efficiency and effectiveness.

4.3 The Harbour Master will internally investigate all incidents occurring during acts of Pilotage and may request professional and independent assistance as necessary. If the act of pilotage involved the Harbour Master, the board's Pilotage Committee will lead the investigation. The Board will inform the Marine Accident Investigation Branch (MAIB) in the event of reportable incidents and make available any report and/or findings of its own investigation.

4. Conditions for obtaining a full Pilotage Certificate (Authorised Pilot), and Pilotage Exemption Certificate (PEC)

5.1. Full Pilotage Certificate

5.1.1 The competence of pilots will be assessed in accordance with the relevant occupational standards for pilots arising from the Port Marine Safety Code. The tripping requirements for authorisation are determined by Risk Assessment/Accident records and will be periodically reviewed against these criteria.

5.1.2 Suitable candidates for authorisation will initially be required to complete a Pilotage Training Programme authorised by the Board and will, on completion of the programme, be expected to undergo an assessment afloat and an examination conducted by an appropriately trained and suitably qualified person approved by the Board. The specific training appropriate for a given individual will be agreed by that individual and the harbour management prior to the commencement of training, and will be recorded in the individual's Training Plan.

5.1.3 The knowledge and ability of candidates will be appropriate to the size and type of vessel trading to the harbour and will include a thorough knowledge and understanding of local navigational aids regulations and natural conditions.

5.1.4 Candidates will be required to provide the following information before being considered for the issue of a full Pilotage Certificate:-

- Name, Address, Date of Birth, Nationality, Previous sea experience.
- A valid Certificate of Competency or equivalent marine qualification approved by the Board.
- Type and tonnage of vessels previously served on.
- Confirmation of Medical Fitness, Eyesight, knowledge of the English language and any previous Pilotage experience.
- A sound knowledge of International Regulations for the Prevention of Collision at Sea, the Littlehampton Harbour Pilotage Direction and Pilotage procedures for the harbour, byelaws and other relevant legislation.

In additional candidates will be expected to have a full knowledge of:-

5.2 The Approaches

5.2.1 Approaches to Littlehampton Harbour from the south, east or the west.

5.2.2 All relevant visual and electronic aids, VTS and reporting procedures, tidal conditions, anchorages and obstructions, including the Littlehampton Bar.

5.3 Littlehampton Harbour

5.3.1 Latest alignment of approach channels together with depth of water relative to Chart Datum in the navigation channel. Navigational marks within the harbour and communications procedures with the harbour office and vessels.

5.3.2 Full knowledge of tidal flows and effects on vessel behaviour and handling in confined channels.

5.3.3 Knowledge of safety margins, underkeel clearance and emergency options for every phase of the Pilotage act.

5.4 Pilotage

5.4.1 Previous experience of the handling characteristics of vessels typically requiring the services of a pilot.

5.4.2 Knowledge of statutory and local requirements for the reporting of ship's defects, etc.

5.4.3 Qualifying acts of Pilotage will be within the designated areas and, if deemed necessary, the CHA will consider the need for additional sea experience aboard appropriate vessels. Additional training needs will be assessed by the Board and undertaken through appropriately accredited training bodies. All candidates for authorisation as pilot, irrespective of individual background and experience, must complete a documented Pilotage Training programme as specified in the LHB Pilotage Training plan which is available via the Harbour Master.

5.4.4 An initial certificate will remain in force for a period not exceeding two years. Qualification for renewal of a full licence will require the holder to demonstrate a continuing sound knowledge as required above and to have completed at least nine acts of Pilotage in each of the preceding two years in addition to Pilotage on training exercises using the Board's vessels and the BMT REMBRANDT PC-based simulator in the Harbour Office. Where a pilot has achieved fewer than 12 acts in a given year, they should also attend a day's training either at a Full Mission Bridge Simulator facility or a Manned Models facility before the end of the year

5.4.5 The Board may issue a Pilotage authorisation with restrictions affecting the type and/or conditions under which the holder may pilot vessels into and out of Littlehampton Harbour and its approaches. Consideration will be given to previous experience and any other related factors that may affect the issue of a licence to any candidate in respect of vessel size and/or weather conditions etc. The candidate's knowledge of the harbour, the navigational aids, tides etc. will be expected to be equivalent to that required for a full, unrestricted licence holder.

5.4.6 Notwithstanding the foregoing provisions, the Harbour Master may, for the purpose of covering emergencies or unforeseen circumstances, will swiftly complete a dynamic risk assessment and, using Harbour Docks and Piers Clauses Act 1847 powers, take appropriate action, which may include appointing a suitable person to act as pilot.

5.5 Pilotage Exemption Certificate (PEC) for Harbour Entry

5.5.1 The grant of a full Pilotage Exemption Certificate by examination requires competence to be demonstrated equivalent to the requirements for an authorised pilot (see above).

5.5.2 These certificates are granted to bona fide Deck Officers upon examination and will refer to a specific vessel upon which the applicant is serving and which is identified on the PEC. The PEC is not transferable and only applies to the nominated vessel and Deck Officer thereof.

5.5.3 The certificate will remain in force for a period of twelve months unless otherwise suspended or revoked under s.8 of The Pilotage Act 1987.

5.5.4 Experience and knowledge required of Deck Officers will be similar to that required for a full Pilotage certificate. Applicants will have completed at least twenty-four (24) acts of Pilotage (12 in, 12 out) under the supervision of an authorised pilot.

5.5.5 Examination for the issue of a PEC will be conducted by the Harbour Master (or other such person approved by the Board) and will be held at such a place as the Board may direct. Qualifying for a PEC is not more onerous than qualifying for an authorisation as a pilot.

5.5.6 Certificate holders shall comply strictly with all port requirements and will be under the direction of the Harbour Master when navigating within port limits.

5.6 Limited Pilotage Exemption Certificate (PEC) for operations internal to the harbour or external to the harbour within the CHA (e.g. barge operations, cable laying etc)

5.6.1 The grant of a Limited Pilotage Exemption Certificate (which excludes transit of the narrows and may cover either inland waters or coastal waters within the CHA external to the harbour) by examination requires a relatively reduced level of competence to be demonstrated.

5.5.2 These certificates are granted to bona fide Deck Officers upon examination and will refer to a specific vessel upon which the applicant is serving and which is identified on the PEC. The PEC is not transferable and only applies to the nominated vessel and Deck Officer thereof.

5.5.3 The certificate will remain in force for a period of twelve months unless otherwise suspended or revoked under s.8 of The Pilotage Act.

5.5.5 **Coastal Waters within CHA**: Experience required for issue of a PEC limited to coastal waters within the CHA will be determined by the Harbour Master based on the complexity and risk of the operations proposed. Although applicants must have completed at least one equivalent act of Pilotage under the supervision of an authorised pilot.

5.5.6 **Inland Waters:** Experience required for issue of a PEC limited to inland waters (as specified in MSN 1837(M) Amendment 2 Categorisation of waters) may be reduced to twelve (12) acts of Pilotage (6 upriver, 6 downriver) or for workboats to six days operating in the river.

5.5.6 Examination for the issue of a PEC will be conducted by the Harbour Master (or other such person approved by the Board) and will be held at such a place as the Board may direct. Qualifying for a PEC is not to be more onerous than qualifying for an authorisation as a pilot.

5.5.7 Certificate holders shall comply strictly with all port requirements and will be under the direction of the Harbour Master when navigating within port limits.

5.7 Applications for new PECs or Renewals

5.7.1 Applications for renewal of a PEC must be made to the Harbour Master at least one month before expiry date. Renewal will normally require the certificate holder to have completed twelve (12) acts of Pilotage within the preceding twelve months and to satisfy the CHA of his continuing knowledge of Pilotage requirements within the District. The applicant will be required to produce evidence of medical fitness including eye sight test.

5.7.2 The CHA will have regard to s.3(5) of The Pilotage Act 1987.

5.7.3 After a period of five years of continuous renewal, from the date of issue of a Pilotage Exemption Certificate, the PEC holder may be required to be fully or partially reassessed by a PEC practical assessment and/or examination/interview to ensure the relevant skills and knowledge are maintained.

5.7.4 Application forms for submission by post or email are at Annex. The Harbour Master will then contact applicants to discus to assessment / re-assessment requirements as well as costs.

5.8 Suspension & revocation of Full Pilot Licence or PEC

5.8.1 In the event of a pilot or PEC holder being found to have been incompetent or negligent in his conduct or having ceased to have the required qualifications or having been inactive for any reason, the Board may, after giving the pilot or PEC holder written notice of the reasons for such suspension or revocation and after receiving his representations in accordance with sections 3(6) and 8(7) of the Pilotage Act 1987 revoke the relevant authorisation or suspend it for such period as it feels appropriate to the nature and extent of the incident. Such suspension or revocation may relate to specific types or sizes of vessels or to any vessel.

5.8.2 An authorisation may also be suspended or revoked if there is a surplus of pilots or if a contract or other agreement under which the services of pilots are provided is terminated.

5.8.3 In extreme circumstances the Harbour Master may suspend a PEC or Pilotage certificate with immediate effect pending an official enquiry into the circumstances that brought about the suspension.

6. Reporting of Incidents and Navigational Changes

6.1 Navigation Aids - Changes and Irregularities
Authorised pilots and the holders of PECs who observe any changes in the navigational channels, any lights that are extinguished or any other matter relating to safe navigation should report such defects to the Harbour Master as soon as is practical. Undue delay in making such reports may endanger other mariners.

6.2 Groundings, collisions, near misses
When a vessel that is in the charge of a Deck Officer holding a PEC or under the guidance of an authorised pilot has touched the ground or has been in a collision or has contacted any harbour structure or has come into a close quarters situation with any other vessel or structure within the jurisdiction of Littlehampton Harbour CHA, the occurrence shall be reported to the Harbour Master verbally or by email to harbour@littlehampton.org.uk message as soon possible. As soon as reasonably practicable, and within no more than 24 hours of the event, the Master or pilot shall report in writing details of the incident to the Harbour Master on the *'MAIB Incident Report Form'*, available for download HERE.

It shall be the responsibility of the Harbour Master to ascertain facts and, where possible take statements from witnesses or persons involved in such incidents. Where damage is caused to third parties the Harbour Master will inform owners of craft or property of such damages as soon as is practical. Where there is a risk of subsequent damage or further incident the Harbour Master will take such action as is necessary to minimise such risk.

6.3 Investigation or Inquiry
6.3.1 In the event of any incident taking place arising out of the navigation or guidance of any vessel by a pilot or PEC holder which may amount to an offence under Section 21 of the Pilotage Act 1987 or which suggests that such a pilot or PEC holder has been guilty of any other act of incompetence or misconduct in the exercise of his duties, the Harbour Master will inform the Marine Accident Investigation Branch and/or the Health and Safety Executive and shall notify the Chairman of the Board who shall, if he deems it necessary, cause an internal investigation to take place into the causes and reasons for the incident.

6.3.2 The board's internal investigation will take place not less than four weeks from the date of the incident and will be carried out in co-operation with members of the Pilotage Committee and such other persons as may be called upon to provide particular advice and assistance. Details of the findings of an inquiry will be made known to those directly affected by it and to the MAIB, if deemed appropriate.

6.4 Withdrawal/Suspension of PEC or Full Pilotage Licence

In the event of a pilot or PEC holder being found guilty of any incompetence or misconduct affecting his capacity as a pilot or PEC holder the Board may, after giving the pilot or PEC holder written notice of the reasons for such revocation or suspension and after receiving his representations in accordance with sections 3(6) and 8(7) of the Pilotage Act 1987 may revoke the relevant authorisation or suspend it for such a period of time as it feels appropriate and depending on the nature and extent of the incident. Such suspension may relate to specific types or sizes of vessels or to any vessel

6.5 Embarkation and Disembarkation of Pilots

The Littlehampton Harbour authorised pilot will embark and disembark vessels in the pilot boarding area 1 nautical mile due South of the West pier, compliant with the appropriate requirements for pilot boat design and safety. The pilot cutter will be manned by appropriately trained personnel, exercised in emergency procedures. Masters must give assurance that the pilot ladder is properly constructed, recently inspected, in good condition and rigged as per SOLAS Regulation V/23 and IMO Resolution A.1045(27) 'Required Boarding Arrangements for Pilot'. The Master will be asked by the boarding Littlehampton Pilot via VHF Ch71 to give verbal confirmation of this in advance of the pilot transfer taking place. In the event that this measure is not complied with, or the pilot detects that the ladder is not fit for purpose, the transfer will not take place and the vessel may be directed to a safe anchorage.

7. Marine Operations - Code of Practice

7.1 The Code of Practice will apply to all vessels, including fishing vessels and leisure craft that navigate in or near the approaches to the harbour and the Board will use its best endeavours to make all users aware of its existence.

7.2 The Littlehampton Harbour Board has duties under the Merchant Shipping Acts and other legislation to provide a control for the safe passage and movement of vessels operating within the jurisdiction of Littlehampton Harbour. The Harbour Master is directly responsible for the control and safety of navigation in the area of jurisdiction.

7.3 The operational and administrative headquarters of the Board is at Pier Road, Littlehampton. The Harbour Master, his Deputy and two permanent operational staff are based here and the Board's vessels are operated from here.

7.4 TIDAL CONDITIONS.

The navigable channels are accessible for small vessels (recreation/fishing) at most states of the tide. Commercial vessels operating to the two private aggregate wharves in Littlehampton Harbour and subject to compulsory pilotage normally enter and leave the harbour during a narrow window 1 hour either side of the time of HW. This timing is carefully and deliberately chosen so that tidal conditions in the outer approaches and in the narrows are at their optimum, and water depths over the bar and the shingle bank are at their maximum.

PILOTAGE DIRECTIONS

7.5 UNDER-KEEL CLEARANCE (UKC).
Minimum Under-keel Clearance (UKC) for entry or departure is 0.5m. Mariners will be informed of the current UKC and controlling depth at the bar by Notice to Mariners and/or Harbour Master. As an example, at time of publication the controlling depth at the bar to be 0.9m above chart datum. Therefore, to ensure the minimum required UKC, the difference between the Height of Tide in question and the maximum draught of the vessel would be **at least** 1.4m. This may be increased at Harbour Master or Pilot's discretion due to the varying nature of the shoal bank that forms seasonally in the entrance channel as well as other factors.

- Maximum permitted draught (m) = Height of Tide (m) - 1.4m. *and*
- UKC (m) = Height of Tide (m) – 0.9m – Draught of Vessel (m).

7.6 WEATHER CONDITIONS.
Identical weather limits are appropriate whether vessels are arriving or departing.

- Maximum wind speed for vessels subject to compulsory pilotage: Force-5 from any direction in the southerly quadrant, *except that*
- For such vessels having a UKC in the range 1.0m – 0.5m, maximum wind speed: Force-4 from any direction in the southerly quadrant *(see Explanatory Note-1 below)*
- Minimum visibility for vessels subject to compulsory pilotage: One nautical mile in every direction. (*See Explanatory Note-2 below)*

Explanatory Note 1
Ships roll and pitch under the influence of the prevailing sea and swell conditions; the rougher the weather the more the ship will move. This movement can have a significant effect on UKC. It is therefore prudent to set a slightly more conservative weather limit for those vessels which are close to the LHB's minimum specified UKC.
Explanatory Note 2
Visibility of at least one nautical mile is necessary for inbound ships to identify the leading-lights and leading-marks soon enough. It is also vital for ships, whether entering or departing, to be able to visually see the shape and limits of the channel in order to safely navigate within it.

7.7 The final decision concerning the suitability of the weather for the proposed operation will *always* rest with the pilot or, in the case of pilotage under PEC, the Harbour Master

7.8 PORT CLOSURE. On occasions the Harbour Master in consultation with the Pilot or PEC holder may decide that, with respect to vessels under compulsory pilotage, conditions are not suitable for safe arrivals or departures, and will temporarily 'close' the port. Circumstances which might prompt a port closure will include, but not be limited-to:

- Adverse weather, or
- Non-availability of a significant aid to navigation, or
- Obstruction of the navigable channel e.g. by a wreck.

On every occasion that the port is 'closed', full details (e.g. dates and times of closure and re-opening, 'Met Office' weather forecast, actual weather experienced, data from wave-rider buoy, any critical harbour lights extinguished, etc) will be recorded by the Harbour Master, and all interested parties will be kept informed (primarily via VHF 71).

8. CERS

8.1 Littlehampton Harbour participates in the *'Consolidated European Reporting System & Single Vessel Database'* (CERS/SVD), typically via the Ship's Agent.

8.2 Vessel movements are notified to the Harbour Master in advance. For vessels requiring a pilot the arrangements for boarding/landing are made directly between the ship and the pilot vessel.

8.3 Cargo vessels or other vessels as defined above arriving from sea will be expected to make contact with the Pilots in the normal manner.

8.4 Vessels embarking a pilot will report to the Harbour Master any defects, and any other concerns that may affect the safe passage into and through the harbour together with cargo type and statistics and details of dangerous goods on board. The tonnage and type of fuel remaining on board shall also be reported.

8.5 The Harbour Master will maintain records for each vessel including, but not limited-to, the following:

- Master's name and nationality.
- Defects notified
- Passage plan completed with ship's Master and crew.

8.6 Additionally, if the Master or bona fide Deck Officer is the holder of a PEC, the records will include:

- PEC No. and validity.
- Number of acts completed in the year.

8.7 The schedule of vessel movements held at the Harbour Office will be used to provide information and answer enquiries from the public regarding ship movements in the Harbour.

8.8 The Harbour Master expects the co-operation of all Masters, first mates and other persons directly concerned with navigation within the harbour limits in ensuring the safety of persons and property. This duty of care extends to waste management, the prevention of pollution and the preservation of the natural environment.

9. Passage Planning

9.1 Master / Pilot Exchange

9.1.1 Before any specified vessel enters or departs the harbour, the Harbour Master, Pilot, vessel's Master and pilot boat skipper will have fully discussed the following:-

a. Pilot boat readiness and passage to the ship.
b. Proposed embarkation point and method of embarking the pilot.
c. Intended embarkation/disembarkation position.
d. Method of berthing at the designated wharf.
e. Any other considerations that need clarification to avoid confusion or misunderstanding.

9.1.2 The Harbour Master, who will have overall control and responsibility, will be satisfied that the plan is a safe one having consideration to the existing conditions including but not exclusively the following:-

Weather conditions.
Tidal influences.
Visibility.
Communications.
Navigational aids.
Vessel's characteristics.
Type of cargo.
Discharging requirements.
Other harbour movements/activities.
Availability of authorised Pilot, pilot vessel, crewing.

9.2 The Agreed and Accepted Dimensions of Vessels permitted to enter the port are as follows:-

9.2.1 UMA Wharf
Maximum Length Overall = 78 metres (50°48.69'N 000°33.20'W)

9.2.2 Railway Wharf (note: at time of publication, Railway Wharf is out of use for shipping)
Maximum Length Overall = 78 metres (50°48.69'N 000° 33.13'W)

9.3 **The above notwithstanding, single-screw vessels of 64m Length Overall or greater will be subject to assessment by the Harbour Master and the Pilot on an individual basis. Such vessels will only normally be accepted if fitted with a fully operational bow-thruster. Other aids to enhanced manoeuvrability e.g. 'schilling' rudders may be acceptable alternatives to a bow-thruster. Furthermore, all vessels over 70m Length Overall can only be accepted where the harbour tug is available for assistance when berthing and using the turning basin.**

9.4 **On specific occasions the Harbour Master may, at his complete discretion, permit vessels of greater than 78m Length Overall to navigate the port.** This discretion will only be exercised and approved when all relevant conditions are known and it is considered that the operation will not result in significant additional risk or operational difficulties. **A risk assessment will be undertaken for this purpose**.

9.5 Certain vessels may be restricted to a daylight arrival / departure due to specific factors including, but not limited to, their dimensions and propulsion systems, and whether or not they have previously visited the port. Any such decision will be made by the Harbour Master after consultation with the Pilot, and will be communicated to the vessel's owners and charterers without delay.

9.6 Subject to regulations governing the pilot boarding area the pilot will choose a boarding point that will allow adequate time to discuss the Pilotage passage plan with master. The pilot will become acquainted with the vessel's engines and steering mechanism together with any unusual characteristics before embarking on an approach to the harbour and in all instances, familiarisation will have been completed before the vessel passes the end of the West Pier

9.7 Any incident that may occur during the river passage will be reported by radio to the Harbour Master who will take note and commence any follow up actions.

9.8 In the event of a serious incident other harbour users will be expected to observe radio silence permitting the Harbour Master to communicate with the vessel in order to take appropriate action and give instructions to other harbour users.

9.9 The Master will be given the opportunity to comment on port services during routine visits by port officials. Any adverse criticism will be reported to the Harbour Master and recorded.

9.10. BERTHING: Masters of vessels due to berth at the quayside berths operated by Tarmac should note that each of the two 78m berths are NAABSA (Not Always Afloat, But Safely Aground) and dry at the approximate level of chart datum. The Master is advised to maintain watchkeeping until the vessel takes the ground and whilst cargo operations are underway. The master is advised to tend the vessel's mooring lines and monitor its attitude and position as the tide falls to ensure the vessel lists towards the quay before taking the ground. Where necessary, the Master is advised to rig extra lines to ensure the vessel remains upright and against the quay. The Master is further advised to make appropriate provision for pressurising the fire main over the low water period. The Master is advised to keep all watertight openings closed and monitor bilge levels and alarms.

9.11. MINIMUM FORWARD DRAFT: Unladen vessels must take on ballast to achieve a minimum forward draught of 1.5m before sailing or entering. For vessels of over 1800GT, the minimum forward draught requirement is increased to 2.1m

10. Risk Assessment and Reduction Measures

10.1 Risk assessment of Pilotage operations has been carried out using a five stage process in consultation with Harbour staff, pilot and terminal operators.

10.2 The process comprised:-

- Hazard identification including category and location of past incidents.
- Risk assessment including probability, magnitude and consequence
- Generating risk control options to prevent or mitigate risk.
- Assessment of consequence in terms of cost and benefit
- Decisions on risk reduction actions, introduction of changes and review.

10.3 All risk reduction measures are implemented through the Harbour Health and Safety Management System to reduce risks to a tolerable level which is as low as reasonable practicable.

10.4 In addition, site and activity risk assessments are carried out in accordance with the Board's Health & Safety Management System in compliance with Health & Safety legislation. Risk assessments include assessment of premises, plant, means of access and egress, structures, wrecks, capital works, equipment and substances.

10.5 The Board's Health & Safety Management system is also informed by risk assessments of leisure boating, fishing and the general public's use of the Harbour in consultation with stakeholders.

10.6 The Board's Health & Safety Management System will be subject to an external audit at intervals no greater than three years.

10.8 Risk Control/Management Measures reviewed at set periods

Daily:

- Check/receive reports on navigation marks
- Issue of Local Notices where appropriate

PILOTAGE DIRECTIONS

Weekly

- Routine mechanical and servicing checks on vessels and vehicles.

Six Months:

- Safety briefings for routine procedures

Annual:

- Exercise emergency plan
- Review almanacs and published Pilotage information
- Inspection of marks and lights
- Marine safety training
- Renew BPA/UKHMA membership
- Inspection of infrastructure and maintenance lists
- Equipment tests
- Meet user groups
- Check Personal Protective Clothing and equipment
- Meet with commercial/terminal operators
- Safety tour of harbour facilities
- Hydrographic survey where appropriate
- Safety audit of premises and vessels (PCC)

2 yearly:

- Review certificates of authorised pilots

3 Yearly:

- Review Port and Pilotage procedures.
- Check PPC, Radio
- Complete safety documentation for Pilot vessel

Other

- Availability of services, first-aid, fire and rescue
- Back-up communications
- First-aid and fire-fighting equipment
- Rescue and life-saving equipment
- PPC

Regulation and Enforcement

- Harbour bye laws and Statutory Powers
- International Regulations for Prevention of Collisions at Sea (IRPCS)

Compliance and good practice

- Boat safety procedures
- Pilotage boarding and landing procedures
- Passage plan
- Presumption against Pilotage in adverse weather
- Marine Operations Code
- Safe routes
- Incident investigation
- Availability of operating manuals.
- Review MAIB and CHIRP reports

PILOTAGE DIRECTIONS

PILOTAGE EXEMPTION CERTIFICATE

Outline examination syllabus

1. Bona Fide Deck Officer of vessel _____
2. Colregs _____
3. Local regulations _____
4. Harbour Byelaws _____
5. Local Notices to Mariners _____
6. Marine Emergency procedures _____
7. Local knowledge: Lights, marks and buoyage. _____
8. DSHA regs _____
9. Planning and act of Pilotage

Port passage plan and modifications _____
Tides - time, strength, direction. _____
VHF working channels _____
Other vessel movement's _____
Abort positions _____
Minimum underkeel clearance. _____
Courses and speeds _____

Reporting

Inward _____
Deficiencies _____
Pollution _____
LHB Pro Formas _____

Monitoring

Lookout _____
Evaluation of vessel operation and handling capabilities _____
Position and effects of leeway, set etc _____
Course and speed _____

Handling

Speed and rate of turn _____
Effect of list and trim _____
Steering qualities _____
Shallow water and bank effect _____
Interaction and Squat _____
Underkeel clearance _____

Manoeuvring

Effect of wash – moorings _____
Mooring areas _____
Small vessels and fishermen _____

Emergencies

On board Contingency plan _____
Communications with port. _____
Oil pollution response _____
Man overboard - lifeboat and Harbour Authority. _____
Reports of incident to HM _____

PILOTAGE DIRECTIONS

APPLICATION FOR RENEWAL OF EXISTING PILOTAGE EXEMPTION CERTIFICATE

APPLICANT'S NAME .....

SHIP'S NAME .....

SHIP'S LENGTH .....

SHIP'S OPERATOR .....

SHIP'S CUSTOMER .....

I wish to renew the Full/Limited Pilotage Exemption Certificate issued to me by Littlehampton Competent Harbour Authority dated ..... . During the last twelve months I have piloted my vessel(s) on ..... occasions in the Area of Jurisdiction for which I am certificated.

I enclose an ENG1 Medical Certificate or equivalent and confirm that, to the best of my knowledge and belief, my present state of health is no different to that described therein.

- ☐ I enclose a cheque for £ ..... payable to ' Littlehampton Harbour Board'
- ☐ I wish to be Invoiced using Purchase Order # ……..

I enclose my existing Pilotage Exemption Certificate No. .....

APPLICANT'S SIGNATURE ..... DATE .....

ADDRESS .....

.....

POST CODE ..... TEL: .....
EMAIL ……..

Please note:

a) If fewer than twelve trips in the Area of Jurisdiction have been undertaken within the last twelve months, re-examination may be necessary before the certificate is renewed.

b) Application for renewal must be submitted at least one month before the date of expiry of the Certificate.

c) When completed this form should be forwarded to: Harbour Master, Littlehampton Harbour Board, Pier Road, Littlehampton, West Sussex, BN17 5LR or harbour@littlehampton.org.uk

PILOTAGE DIRECTIONS

APPLICATION FOR NEW PILOTAGE EXEMPTION CERTIFICATE

APPLICANT'S NAME .....

SHIP'S NAME .....

SHIP'S LENGTH .....

SHIP'S OPERATOR .....

SHIP'S CUSTOMER .....

I wish to apply for a Pilotage Exemption Certificate:

- ☐ Including harbour arrival and departure
- ☐ Operation within inland waters
- ☐ Operations within coastal waters within SHA

I enclose an ENG1 Medical Certificate or equivalent and confirm that, to the best of my knowledge and belief, my present state of health is no different to that described therein.

APPLICANT'S SIGNATURE ..... DATE .....

ADDRESS .....

.....

POST CODE ..... TEL: .....
EMAIL ……..

When completed this form should be forwarded to: Harbour Master, Littlehampton Harbour Board, Pier Road, Littlehampton, West Sussex, BN17 5LR or harbour@littlehampton.org.uk

The Harbour Master will then contact you to discus to assessment requirements and costs.