



**Heysham Port Limited**

**NAVIGATION GUIDELINES (2016)**

# PORT OF HEYSHAM

## NAVIGATION GUIDELINES (2016)

These Navigation Guidelines are to be used in conjunction with the Heysham Harbour Acts, Bye Laws and Directions, and are to complement Passage Planning.

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**Note:**

In these Navigation Guidelines, unless the context otherwise requires:

“Harbour” means Heysham Port Limited’s harbour at Heysham as authorised by The Midland Railway Act 1896 s.4.

“Harbour Master” means the Harbour Master appointed by Heysham Port Limited and includes his authorised deputies and assistants and any person so authorised by Heysham Port Limited to act in that capacity.

“Pilot” means a pilot authorised by Heysham Port Limited.

“Pilotage Exemption Certificate Holder” means a Deck Officer holding a valid Pilotage Exemption Certificate issued by Heysham Port Limited.

“Port” means the area within which Heysham Port Limited shall have jurisdiction for the purposes of pilotage in accordance with Part I of the Pilotage Act 1987.

## **Guideline No.1: Under Keel Clearance**

Vessels entering or leaving the Port should do so after careful consideration of the dangers to navigation and only after the Master is satisfied that there is sufficient under keel clearance for the vessel at all times.

### **Vessels Manoeuvring in Tidal Waters**

Mariners are advised that, when determining safe under keel clearance, consideration must be given to any special circumstances that may exist, including atmospheric conditions and wind direction (that may result in a reduction to the height of tide) and the effects of squat and interaction (that may result in an increase in the draught of the vessel). It is recommended that vessels do not, other than in exceptional circumstances with regard to the safety of the vessel, operate in tidal waters if the under keel clearance is deemed to be less than sixty centimetres or 10% of draught, whichever is the greater.

### **Vessels Alongside**

Mariners are advised that when determining safe under keel clearance whilst alongside a berth, consideration must be given to any special circumstance that may exist, including the available depth of water and if taking the ground confirmation from Heysham Port Control that the berth is currently NAABSA (Not Always Afloat But Safely Aground) designated.

## **Guideline No.2: Restricted Visibility**

The International Regulations for the Prevention of Collisions 1972 (as amended) apply, and in particular Rule 19, within the Port and its approaches.

If visibility becomes less than 0.3nm, vessels will not normally be allowed to enter the Harbour and, due to the patchy nature of fog in the area, this includes inward of No.6 Buoy. Masters should use their discretion when establishing the visibility and level of risk before departing the Port.

Notwithstanding the foregoing, the Port of Heysham Towage Guidelines should be consulted when planning towage operations.

Nothing in this Guideline removes the responsibility from the Master to navigate as per his Company's instructions/Passage Plan where those requirements exceed the requirements of this Guideline.

## **Guideline No.3: Tugs and Tows**

If the overall length of a tug and tow combined exceeds 50m, navigation should be carried out in daylight unless otherwise by agreement with the Pilot.

All Dead Tows of over 50m in combined overall length require a compulsory consultation with a Pilot.

## **Guideline No.4: Tug Provision for Swinging in the Harbour**

Vessels that require a tug to assist swinging in the Harbour shall ensure that a tug is available in the Harbour prior to the vessel passing No.6 Buoy.

## **Guideline No.5: Clear Harbour Entrance**

Vessels arriving and departing shall not ordinarily pass each other between the North and South Piers and No.8 Buoy. This manoeuvre may only be undertaken with the agreement of the Masters, Pilots or Pilotage Exemption Certificate Holders of both vessels, and Heysham Port Control must be informed of their agreement.

## **Guideline No.6: Harbour Towage**

Towage shall be organised in the Port on a commercial basis.

Vessel owners shall contract towage companies to assist their vessel's passage in and out of the Port. It is left to the vessel operator's or Master's judgement (having regard to the particular circumstances) to procure the tug capacity necessary to suit the vessel and required level of assistance.

If for any reason the provision of tugs is not sufficient for the effective management of relevant risk, the Harbour Master may impose restrictions on harbour operations.

Except in circumstances directed by the Harbour Master, the use of tugs for berthing, unberthing and swinging in the Harbour is a matter for the Pilotage Exemption Certificate Holder or, in the case of vessels requiring a Pilot, the Master in agreement with the Pilot. Except where directed by the Harbour Master, it is the wishes of the Pilotage Exemption Certificate Holder or Master and the professional judgment of the Pilot using a dynamic risk assessment that will set the level of tug provision.

The Harbour Master shall publish minimum towage requirements for the Port and, in conjunction with towage companies, produce a handbook on towage best practice and information sheets on tugs operating in the Port.

## **Guideline No.7: Bunkering**

Heysham Port Limited shall publish the "Guidance Notes for Vessels Bunkering Operations in the Port of Heysham".

Vessels receiving bunkers shall comply with their own safety management systems and SOPEP manual.

Bunker companies shall complete a safety checklist prior to any transfer of oil. Copies of safety checklists shall be held by the bunker vessel, the vessel being bunkered and the berth operator.

Bunkering can only take place with the agreement of the berth operator, vessel and the bunker operator.

Prior to commencing bunkering operations, permission shall be obtained from the Harbour Master by contacting Heysham Port Control.

The Harbour Master and Heysham Port Limited's Safety Department may issue special instructions with regard to bunkering from time to time.

All bunker companies shall confirm compliance annually as to their fitness to operate.

In visibility of less than 3 cables, bunkering operations alongside shall cease whilst any other vessel is manoeuvring in the Harbour.

### **Guideline No.8: De-ballasting**

It shall be an offense for vessels to permit any substance which might cause damage to the conservancy of the Harbour to enter its waters (The Heysham Harbour Byelaws 1979 No.29). Therefore, unless the Master is confident the ballast water is such so as not to cause such damage, de-ballasting should not take place.

### **Guideline No.9: Vessels with Mechanical, Equipment or Structural Defects, Oily Water Separators and Bilge Systems**

- (1) The Master of any vessel over 50m in length shall not navigate within the Port except with the permission of the Harbour Master if the vessel or its tow, if any, has any one of the following defects:
  - (a) is unseaworthy in any respect;
  - (b) has defects to main engines, steering gear or other auxiliary machinery which may affect the manoeuvring of the vessel;
  - (c) has inoperable equipment, such as compass, whistle/siren or rudder indicator;
  - (d) has inoperable capstans, windlass, mooring winches or anchors that are not cleared and ready for use;
  - (e) has a list of over 5 degrees or is excessively out of trim, or
  - (f) is leaking oil, chemical or gas cargoes, or has any hull or machinery damage which may affect the safety of the vessel or the containment or safety of the cargo or bunkers.
- (2) The Master of any vessel over 50m in length shall confirm to the Harbour Master at Heysham Port Control that his vessel does not have any of the defects specified above in (1) (a) to (f) inclusive. The Master shall give this confirmation at the same time as he advises the Harbour Master of his intention to navigate within the Port.

- (3) To prevent accidental discharge, whilst vessels are in the Port all oily water separators are to be isolated and bilge overboard discharge valves secured and closed.
- (4) The Master of any vessel under compulsory pilotage shall ensure that no ballasting, de-ballasting or internal transfer of cargo, which significantly alters the draught, trim or handling characteristics of the vessel, shall take place without the prior knowledge and agreement of the Pilot.
- (5) In the event of a technical failure, the Master of any highly manoeuvrable Ro-Ro ferry should consider the following in relation to operating within the Port:

**LOSS OF ONE ENGINE** – The Master should consider the individual circumstances and capabilities when attempting to berth a vessel on one engine other than on slack water. It is permissible to sail from a berth on one engine, but consideration should be given to using the ebb tide and slack water. If required to berth on one engine, then tug assistance should be used.

**LOSS OF ONE THRUSTER** – The maximum acceptable wind speed for a vessel to berth on one thruster without tug assistance is 30 knots.

**LOSS OF STEERING GEAR** – If it is not possible for the vessel to have two steering pumps operational whilst manoeuvring in the Harbour or its approaches, the Master shall use his best judgment as to whether to proceed with the intended manoeuvre.

## **Guideline No.10: Wind Parameters**

The following guidance should be considered in strong wind conditions in order to preserve the safety of those on board and to prevent contact damages.

Due regard shall be had for the height and direction of the tide in marginal weather conditions, as at high water there is potential for more windage whilst at low water the conditions are enhanced by shelter, but manoeuvring characteristics are limited by reduction in water depth.

The use of tugs shall be considered where appropriate.

In general, vessels should not enter the Harbour with a wind speed in excess of 45 knots as registered by anemometer situated at the Harbour entrance.

Whilst berthed alongside, if wind speeds are expected above 40 knots off the berth then:

- Extra moorings should be considered
- Consideration should be given to starting engines and thrusters
- Consideration should be given to suspending cargo operations
- During the period over high water consideration should be given to having crew, and possibly tug and Pilot or Pilotage Exemption Certificate Holder, on standby.

## **Guideline No.11: Tidal Parameters**

In addition to the maximum wind speeds to be considered when transiting into/out of the Port, berthing consideration must also be given to the state of tide, not only for the expected transits and berthing but also for time alongside and departure.

During the approach to the Harbour entrance a South to South West wind and a flood tide may push vessels onto the North Pier, particularly on a flood tide during the 2 hours prior to high water. If an approach is planned during a spring tide, then it may be prudent to wait until the ebb has started, as once the tide is above 6m it flows freely through the woodwork of the South Jetty.

It should be remembered that the ebb tide can continue to affect a vessel all the way to the Harbour entrance once the bank is covered on the north side.

If the weather has deteriorated during the inward passage and it has become apparent that it is impractical to swing in the Harbour then, prior to passing No.6 Buoy, the approach to the Harbour should be aborted and the vessel should proceed outward.

In addition, when attempting to berth on an ebb tide in a strong wind due consideration should be given to the height of tide and rate of fall in order that there will be sufficient water in the channel to allow the vessel to return to sea in the case of not being able to manoeuvre the vessel alongside and moor safely.

Due consideration should be given to the height of tide on the berths. On spring tides and with high winds from South East to West South West, there is little shelter from the surrounding buildings at high water on the linkspan berths. Therefore, leaving the linkspan berths and proceeding to sea 2 hours before high water should be considered.

## **Guideline No.12: Vessels on the South Quay**

Only safe manoeuvres are to be undertaken in the Port especially in instances of swinging in the Harbour. Vessels that cannot swing safely in the Harbour, taking into account the available water space, state of the tide and other vessels berthed on the South Quay, or elsewhere in the Harbour, shall not do so.

Masters are reminded that in preparing a Port Passage Plan, they should consider all relevant facts, including allowing sufficient time to conduct the manoeuvre, and should be prepared to exercise their contingency plan should original plans not work out. This may include stopping in the Harbour prior to swinging, berthing bow in to the linkspan or lying to another berth whilst a reassessment is made of the situation

Vessels of over 24m in beam shall be moved from the South Quay when vessels of over 140m in length are swinging in the Harbour.

### **Guideline No.13: Vessel Manoeuvring Capabilities**

Vessel operators are requested to supply to Heysham Port Limited the harbour manoeuvring capabilities of all vessels calling at the Port and a declaration made as to their suitability for using the Port. The vessel capabilities should include windage (LOA x average freeboard), turning circle and stopping distances. Details should be given as to the thrusters, main engines and rudders to counter the effect of windage in defined circumstances (wind force, wind direction and tide limits) and details of additional assistance requirements (e.g., tugs) when conditions exceed those defined limits.

### **Guideline No.14: Port Passage Plans**

- (1) All Vessels over 50m and tugs engaged in towing ordinarily navigating outside the Port shall, prior to navigating in the Port, prepare a Port Passage Plan for use during the vessel's intended passage.
- (2) In respect of all vessels over 50m and tugs engaged in towing ordinarily outside the Port and requiring the services of a Pilot; the embarking Pilot, upon arrival on board and following any action to establish the navigational safety of the vessel, shall advise the Master of the details of the Pilot's Port Passage Plan. The Pilot shall also advise the Master of any changes made necessary to the vessel's Port Passage Plan by local circumstances. Before proceeding with the passage, the Master and the Pilot shall agree the Port Passage Plan for the voyage.
- (3) All vessels over 50m and tugs engaged in towing ordinarily navigating outside the Port that are not embarking a Pilot (including those vessels navigated by a Pilotage Exemption Certificate Holder) and are navigating or intending to navigate in the Port shall, upon request from Heysham Port Control, provide the Harbour Master with relevant details of their Port Passage Plan.
- (4) All commercial vessels normally operating only in the Port shall prepare and maintain a Port Passage Plan appropriate for the use during the vessel's routine passage and operations in the Port. All such Port Passage Plans may be inspected by Harbour Master from time to time.
- (5) All commercial vessels normally operating in the Port shall have their Port Passage Plan approved by the Harbour Master prior to commencing operations.

Operative from 1st July 2016