

# Port of Liverpool

1st November

# 2011

Guidelines for  
Vessels bound  
to and from City  
of Liverpool  
Cruise Terminal

1st January 2008.

Reviewed October 2008

Reviewed October 2010.



# Contents

---

- 1 PILOT ARRANGEMENTS
- 2 BOARDING ARRANGEMENTS
- 3 PASSAGE PLANS
- 4 TUGS
- 5 INWARD VESSEL WHEN OTHER VESSEL ALONGSIDE
- 6 ABORT PROCEDURES
- 7 UNDER-KEEL CLEARANCE
- 8 REDUCED VISIBILITY PARAMETERS
- 9 COMMUNICATIONS.
- 10 MOORING ARRANGEMENTS
- 11 ADVERSE WEATHER CONDITIONS
- 12 STRESS OF WEATHER PILOTS
- 13 APPENDICES

---

Appendix 1. Liverpool Cruise Terminal mooring arrangement plan.

---

Appendix 2. **Manoeuvring analysis risk assessment to Liverpool City Council relating to the new Liverpool Cruise Liner Facility. 4th September 2007.**

(As a standalone document and available for reference by all parties).

---

Appendix 3. Terminal tidal data chart.

---

Appendix 4. Passenger Vessel Aid Memoire SC recommendation 18.08.

**This document has been produced following discussions between Mersey Docks and Harbour Company, Liverpool City Council and Liverpool Pilotage Services Ltd.**

**This document is offered as a guide to best practice, for operational and pilotage procedures it should not be seen as binding on any parties as circumstances may necessitate a divergence from these recommendations after consultation between interested parties.**

**If there is a substantive deviation from the procedures in this Guide to Good practice the Port of Liverpool Vessel Traffic Service and the Liverpool Cruise Terminal should be notified**

**This document will be reviewed on an annual basis.**

# Guidelines for Vessels bound to and from City of Liverpool Cruise Terminal

## 1. PILOT ARRANGEMENT

All vessels subject to compulsory pilotage bound for the City of Liverpool Cruise Terminal will carry an authorised Liverpool Pilot.

## 2. BOARDING ARRANGEMENTS

All cruise vessels shall, where weather conditions permit, be boarded at the Bar or Lynas Pilot Stations. The Pilot shall be boarded in sufficient time to berth as scheduled at the City of Liverpool Cruise Terminal. The Pilot may, if in agreement, board at the previous port of call if requested by the Master.

## 3. PASSAGE PLANS

A passage plan for vessels using the Port of Liverpool should be completed by the pilot and fully discussed with the Master. The vessel should be boarded with sufficient time for the pilot to discuss the passage plan with the Master in order that the pilot may be made aware of any peculiarities of the vessel especially with regard to manoeuvring characteristics.

## 4. TOWAGE ARRANGEMENTS

Through a telephone or full consultation the pilot will indicate his towage requirements for any particular vessel (Reference the Port of Liverpool Towage Guidelines). To assist in this decision the Master of the visiting vessel shall provide the Pilot with all relevant manoeuvring characteristics. This will include maximum wind and tidal parameters for manoeuvring without tugs.

This decision will be based on information supplied by the Master as well as the expected weather conditions and the state and height of tide.

Where tugs are necessary for swinging the vessel, the required tugs must be available in the river prior to the vessel passing Q1 buoy.

All vessels over 180 metres in length that are required to swing in the river shall have a stand by tug in attendance as part of the Terminal risk assessment.

While the vessel is mooring or unmooring, any allocated tugs will be employed “pushing-in” to ensure that the vessel remains securely alongside the berth throughout the operation.

The Master and Pilot will decide the best utilisation of any allocated tugs.



*(In further consideration reference should be made to Chapter 5 of the manoeuvring Analysis Risk Assessment to Liverpool City Council relating to the new Liverpool Cruise Liner Facility, dated 4th September 2007.)*

## **5. INWARD VESSEL WHEN VESSEL ALONGSIDE**

A Passenger vessel of over 180 metres LOA when inward bound to City of Liverpool Cruise Terminal, where a vessel of similar size is berthed at the Facility and preparing to sail, should not normally enter the main channel until the outward vessel has cleared the berth and is heading out to sea.

## **6. ABORT PROCEDURES**

Abort areas shall be a function of the passage planning agreed between the Master of the vessel and the Pilot.

In the event that a decision is taken to abort on the inward passage, VTS shall be informed as to the situation.

## **7. UNDER-KEEL CLEARANCE**

The minimum under keel clearance at all times for Passenger Vessels bound to or from City of Liverpool Cruise Terminal shall be 10% of draught, but not less than 1 metre.

For all vessels moored at City of Liverpool Cruise Terminal the minimum under-keel clearance shall be not less than 0.6 meters or 10% of draught whichever is the greater. Due consideration shall be given to the dynamics of the water flow due to the strong tidal flow while the vessel is alongside. This shall include any vessel moored alongside a vessel berthed at City of Liverpool Cruise Terminal.

Squat allowances and the limit of the tide table accuracy should be taken into consideration when fixing vessels in order to achieve the above clearances

## **8. REDUCED VISIBILITY PARAMETERS**

Passenger Vessels inbound to or outbound from City of Liverpool Cruise Terminal will not normally be expected to navigate in visibility of less than 5 cables.

## **9. COMMUNICATIONS**

Vessels using the Cruise Terminal shall monitor VHF Channel 12 at all times.

A working channel if required for tugs or berthing will be allocated by the pilot on the day who will inform VTS (Mersey Radio) as per Notice to Mariners 15/93 (Port operations R/T communications Appendix 8)

Wind Forecasts

Local Mersey weather forecasts are available from Mersey Radio (VHF Channel 12).

## 10. MOORING ARRANGEMENTS

Prior to all vessel arrivals at the City of Liverpool Cruise Terminal, the City of Liverpool Cruise Terminal Marine Operations Manager will formulate a mooring plan, in consultation with the pilot, which will be conveyed to the vessel and the facility. Any changes requested by the Master and agreed by the Pilot will be forwarded to the Terminal Marine Operations Manager so that he can brief all personnel involved in the mooring of the vessel.

This is to ensure an efficient mooring operation and that all LCT Health & Safety procedures are adhered to particularly in relation to vessels utilising the mooring dolphins; LCT have an agreed practice with the CHA to ensure the safety of personnel working on the Dolphins and this is always included within the Mooring Plan provided.

The following criteria will be considered when formulating the plan.

Vessels of over 258m in length will overhang the solid quay. A gig boat will be required when mooring lines need to be run to the dolphins. Mooring lines cannot be run to the old stage.

*{The appointment of a Marine Operations Manager is to represent the interests of Liverpool Cruise Terminal and the provision of the Berthing Plan constitutes part of the Terms & Conditions of insurance and is compulsory under the Terms and Conditions of berthing alongside LCT.}*

## 11. ADVERSE WEATHER CONDITIONS

Throughout the period of time that the vessel is moored at City of Liverpool Cruise Terminal a constant monitor shall be kept of the prevailing and forecasted weather conditions by VTS and Ships Master.

Cruise vessels moored at the City of Liverpool Cruise Terminal

If winds in excess of 35 knots are forecast then the vessel moored on the City of Liverpool Cruise Terminal shall be informed and additional moorings put out as required. A pilot should be called to attend the vessel, and arrangements should be made for any required stand-by tugs to attend.

In winds of 35knots or gusts in excess of 40knts from a direction of North West through North to South or sustained winds of 45 knots from any direction the following procedures shall take place:

- The Master in consultation with pilot and Terminal shall assess the conditions and halt passenger operations if he considers it unsafe to continue.
- Bunkering operations stopped and hoses disconnected.
- Liverpool VTS to be informed.
- Any additional tugs to be called as required by the Master in consultation with the pilot.

If passenger operations halted due to stress of weather, they shall not resume until the Master, in consultation with the Pilot and Terminal, decides it is safe to do so. Pilot and tugs may be released from the vessel by the Pilot in agreement with the Master and in consultation with the Terminal Marine Operations Manager.

## 12. STRESS OF WEATHER PILOTS

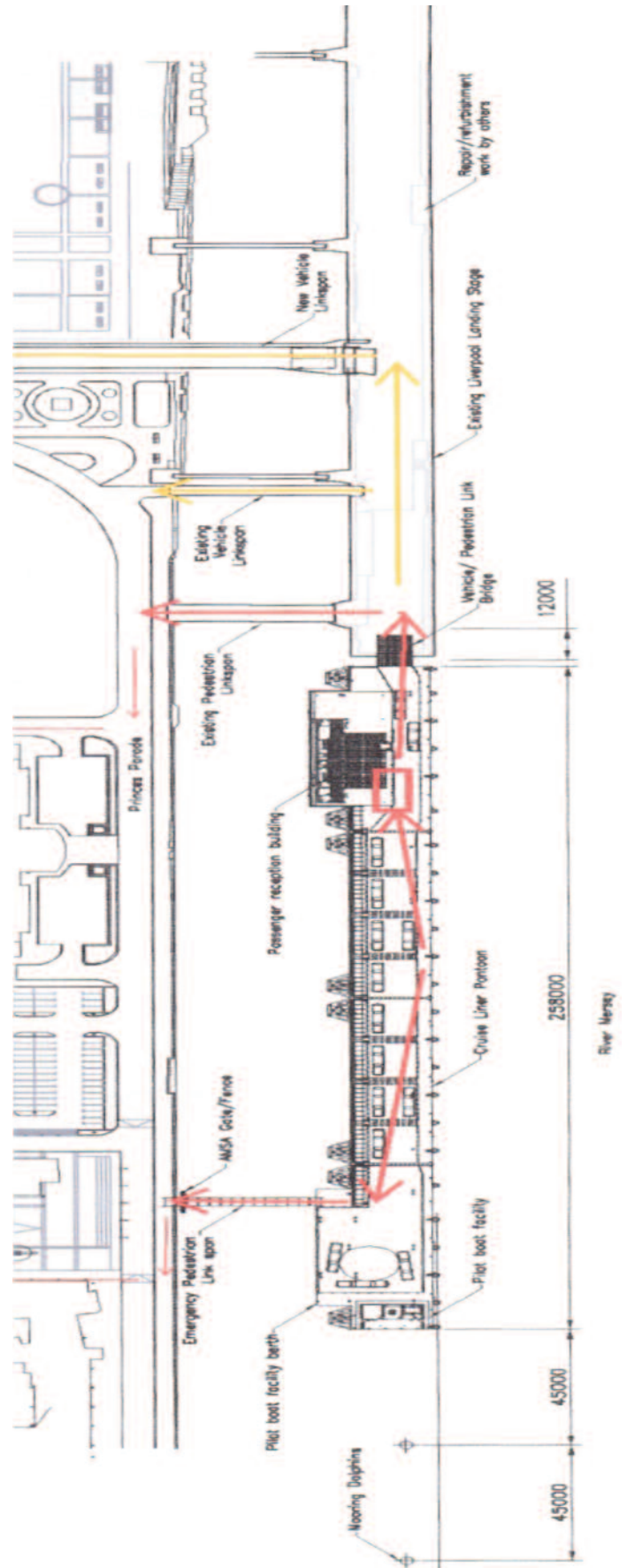
A pilot who is required to standby a vessel at City of Liverpool Cruise Terminal due to stress of weather may request a relief on completion of a 12 hour tour of duty.

## 13. APPENDICES

Appendix 1.

### CITY OF LIVERPOOL CRUISE TERMINAL

- This drawing is not to scale.



# Passenger Vessel Aid Memoire

**Issued By LPL Standards Committee – 18th August 2011**

The following information is provided to assist Pilots in relation to specific and inherent characteristics that may be experienced with and / or should be clarified with the Ships Master in respect to passenger vessels:

Characteristic	Tick	Remarks
Timing at salient points to allow 'moderate speed' throughout (12kts?)		
Vessel speed / helm / heel ratio information to be thoroughly discussed		
Max ROT		
Increase of draft due to heeling		
<b>Specifically to vessels with Azipods</b>		
Pod helm /steering restrictions at various speeds		
Pod manoeuvring speeds (usually less than 8kts)		
Pod available power at manoeuvring speeds		
Minimum pod revs may have to be maintained		
Drag effect of pods to reduce speed		
Wind heeling moments / force tonnes		
<b>Appreciation of the Bridge Team Structure</b>		
Some cruise ship operators now use a 'flight' mode (navigator / co-navigator)		
closed loop orders; issue / repeat / actioned / confirm / acknowledge		

