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SOUTHWOLD HARBOUR OIL SPILL CONTINGENCY PLAN DRAFT

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Version Control

Date	Version	Update Reason	Author	
2023	1.0	Original	Alastair MacFarlane General Manager: Southwold Harbour	

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- **Harbour Master**

The Harbour Master is responsible for maintenance and review of the plan.

Distribution:

- **Duty Holder**
- **Harbour Master**
- **Harbour Manager Southwold Harbour**
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- **Joint Emergency Planning Unit (JEPU)**

Table of Contents

3.3 Factors of Assessment

Section 4. Port Operations

Section 5. Navigational Access

Section 6. Mooring Availability.

Section 7. Vessel Repair Facilities

Section 8. Local Port Services

Section 9. Specific Risks

9.1 Collision Between Vessels

9.2 Contact Between Vessels and fixed Structures

9.3 Grounding

9.4 Unstable Moored Vessels

9.5 Fuelling Operations

9.6 Ship to Ship Oil Transfers

9.7 Inherited Incidents

Section 10. General/ Environmental Sensitivities

Section 11. Training

Section 12. Exercise Programme

Figure 1. SOUTHWOLD HARBOUR LIMITS

Figure 2. LOCATION OF FUELLING POINT AND HARBOUR MASTERS OFFICE

Figure 3. RAMSAR SITE SHADED GREEN

Figure 4. SSSI EDGED PURPLE

1. Description

1.1 Purpose of the Plan

The purpose of the oil spill contingency plan for marine pollution is to ensure that there is a timely, measured, and effective response to any incidents that occur within Southwold Harbour statutory harbour limits. The aim of this Plan is to enable response personnel to deal with an incident in a timely and efficient manner, so that normal port operations can be resumed.

The requirement to have an **Oil Spill Contingency Plan (OSCP)** for Harbours, Ports and Oil Handling Terminals around UK waters has been formalised by the Merchant Shipping (Oil Pollution Preparedness, Response and Co-operation Convention) Regulations 1998, which implements the International Convention on Oil Pollution Preparedness, Response and Co-operation, 1990 (OPRC, 1990). The Convention, adopted by the International Maritime Organisation (IMO) is aimed to **"mitigate the consequences of major oil pollution incidents involving, in particular, ships, offshore units, sea-ports and oil handling facilities".**

Southwold Harbour is not currently required to have a formal OSCP as it falls below the UK Government threshold, however the provision of a plan is seen as best practice.

The plan has been prepared as An East Suffolk Council/ Southwold Harbour document to be read in conjunction with the **East Suffolk Council Marine Pollution Operational Response Plan and Suffolk Marine Pollution Emergency Response Plan.**

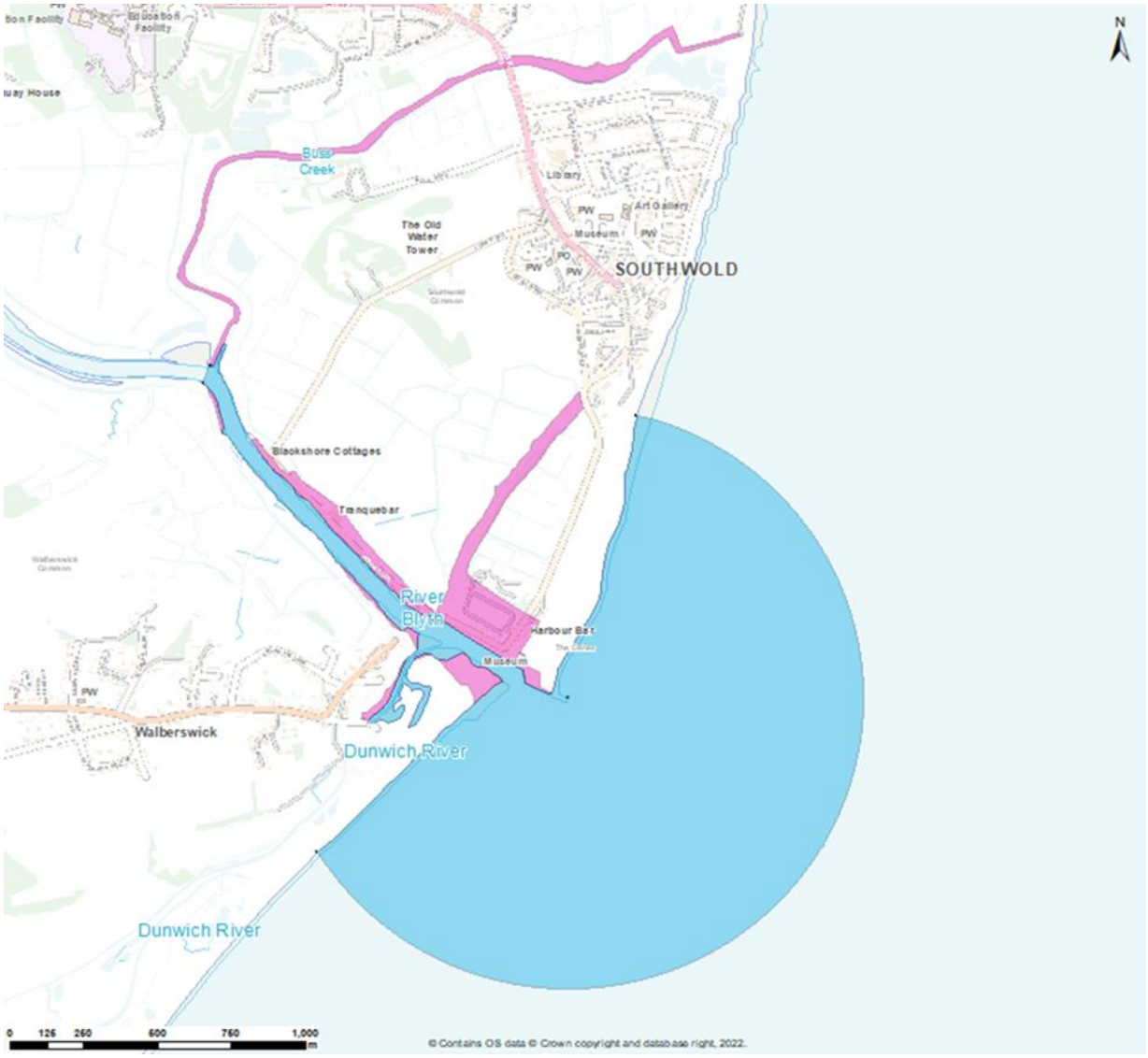
UK Government Guidance states that:

'Harbour Authorities have overall responsibility for the safety of marine operations on waters within their jurisdiction. Their underlying obligation is to manage the harbour so that it can be used in a safe and efficient manner. They must also ensure that the environment is safeguarded. These duties are also a commercial imperative. A serious accident is likely not only to cause serious disruption to the port at the time but may well have longer term impacts. Cleaning up pollution is an inherently difficult and time-consuming process. It may be longer still before the port returns to full running order and recovers from the cost and possible lost business caused by a large spill. It is therefore much better to work for accident prevention rather than having to deal with the consequences.'

1.2 Use of the Plan

This plan is specifically for operations within Southwold Harbour and is designed to initiate an appropriate oil spill response in the event of an incident.

FIGURE 1. SOUTHWOLD HARBOUR LIMITS



1.3 Environmental Policy

This plan should be read in conjunction with **East Suffolk Council's Environment Policy** and **East Suffolk Council's Marine Pollution Operational Response Plan.**

1.4 Southwold Harbour

The plan deals with oil spills originating from commercial and leisure marine and associated operations, within the harbour limits.

In the event of an Oil Spill Incident, Southwold Harbour / East Suffolk Council will be responsible for the overall co-ordination of incidents within its jurisdiction.

1.5 Hierarchy of Responsibility

Responsibility for clean-up operations

Location of pollution	Responsibility for ensuring clean up
On the water, jetties, wharves, structures, beach, or shoreline owned by the harbour authority within the port/harbour area	Harbour authority
Shoreline (including land exposed by falling tide)	Local authority
Jetties, wharves, structures, beach or shoreline which is privately owned	Owner of the property / land
All other areas at sea (inside the EEZ/UK Pollution Control Zone and the UK Continental Shelf)	MCA

Land Based Wastewater or Sewage Pollution

The EA will co-ordinate with the water utility company in the event of a wastewater or sewage pollution incident affecting the marine environment.

Suffolk County Council provide local authority lead for the management of response activities to Tier 3 and Tier 2 cross boundary pollution incidents at SCG (Strategic coordinating group) and TCG (Tactical coordinating GROUP).

2. Scope of the Oil Spill Contingency Plan (OSCP)

This ORCP has been compiled to cover the response to any spillage caused by or during berthing, refuelling, maintenance, and other commercial and leisure operations by vessels within Southwold Harbour.

The scope of the OSCP covers key elements of guidance contained in the MCA's **'Contingency planning for marine pollution preparedness and response: guidelines for ports.'**

The OSCP indicates the Tier 1 response available at Southwold Harbour relevant to the perceived risk through normal operations, as well as a mechanism for calling upon Tier 2/3 response in the event of an abnormal incident or major accident affecting the Port.

Southwold Harbour can only mount a Tier 1 land response, and, using its ordered 25 metre river boom, could apply a temporary holding response around a small vessel.

It is not bound to have a Tier 2 contract in place but would rely **on East Suffolk Council** response and Suffolk County Council's Tier 2 contractor (see East Suffolk Council marine pollution operational response plan).

Suffolk County Council. SCC has a contract for specialist pollution remediation services for a Tier 1 or 2 response. The contract requires the on-site attendance by the contractor (Adler and Allan) within four hours of notification and for the supply of specialist advice, trained personnel, material and equipment and the removal of hazardous substances. Activation of the contract is via SCC Waste Management Services or Out of Hours by JEPU Duty Officer. If activated Out of Hours, SCC Waste Management Service must be informed the next working day.

A definition of the tiered levels used in Southwold Harbour is shown below.

Response Tier Definition

Contained Operational Spills.

These are spills, which are contained on a vessel or are land based and do not enter the water.

Tier 1 Spills

Small operational type spills that may occur within a location as a result of normal activities.

The level at which a response operation could be carried out successfully using individual resources and without assistance from others.

Small operational spills where events can be controlled by onsite resources.

A Tier 1 spill is not likely to require recourse to intervention by resources out with the port, an external incident response organisation or external authorities, except for purposes of notification.

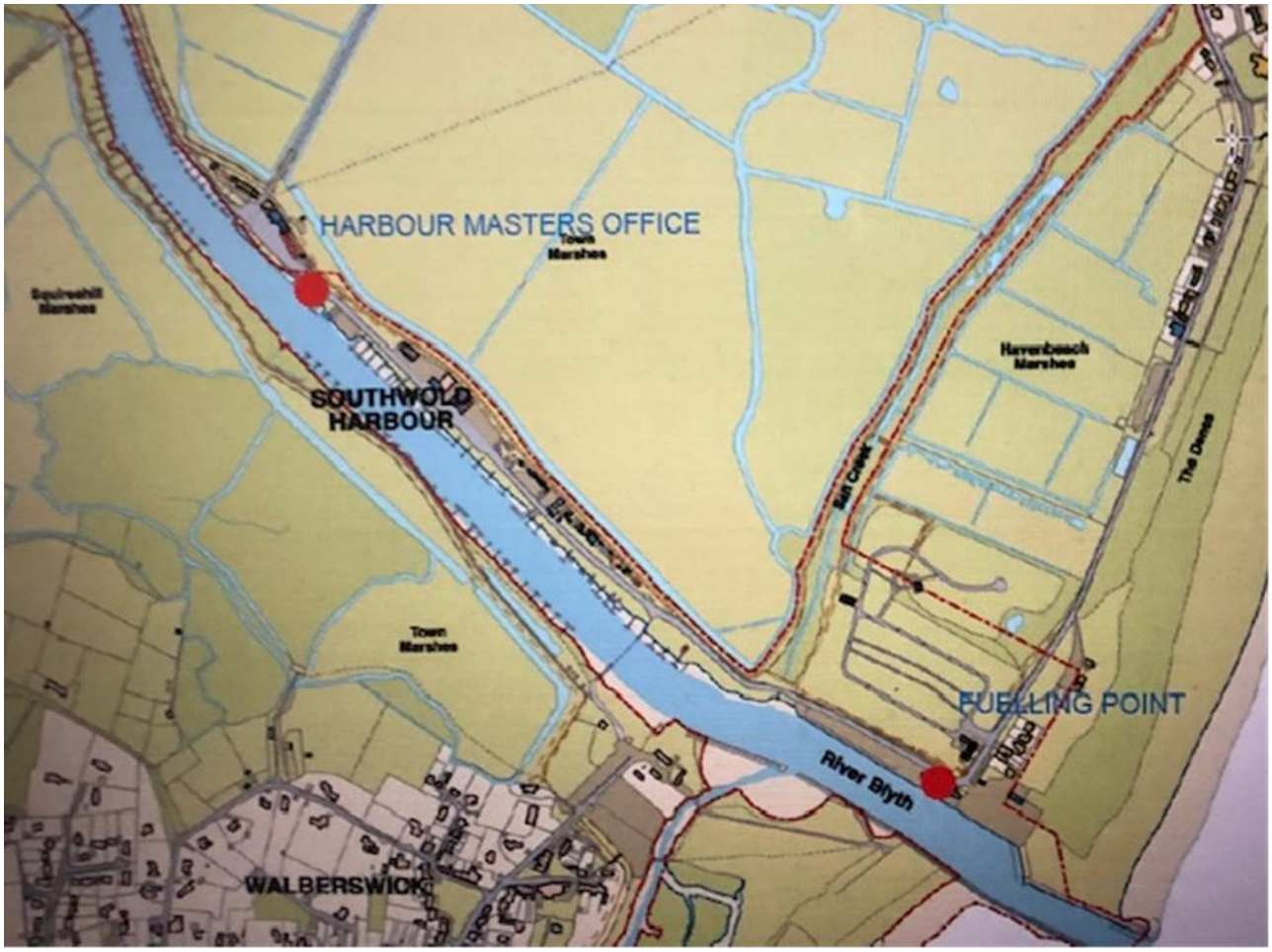
Tier 2 Spills

A medium sized spill within the harbour limits where immediate resources are insufficient to cope with the incident and further resources may be called in on a mutual aid basis. A Tier 2 incident will involve East Suffolk Council Joint Emergency Planning Unit.

Tier 3 Spills

A large spill where substantial further resources are required and support from a national (Tier 3) or international co-operative stockpile may be necessary. A Tier 3 incident is beyond the capability of both local and regional resources. This is an incident that requires national assistance through the implementation of the National Contingency Plan and will be subject to Government controls

FIGIURE 2. LOCATION OF FUELLING POINT AND HARBOUR MASTERS OFFICE



3 Risk Assessment/Standard Operating Procedures

3.1 Standard Operating Procedures

Southwold Harbour has produced Standard Operating Procedures based on the assessment of risk relating to the following:

Fuelling from harbour fuel tank to vessel

Delivery of fuel from vehicle tanker/bowser to vessel…… Notably, there are occasional vessels refuelling by road tanker/bowser for which there is a Standard Operating Procedure, which potentially could result in a spill of up to 24,000 litres.

Harbour fuel tank deliveries

Delivery of fuel by portable containers.

3.2 Additional Risk Assessment

Southwold Harbour has carried out risk assessments relating to

Collisions between vessels

Contact between vessel and fixed installation.

Grounding of vessel

3.2 Scope of Risk Assessments

Southwold Harbour marine risk assessments cover operations from the point where vessels enter the Harbour Limits.

3.3 Factors of Assessment

There is no crude or heavy oil fuel tanker marine traffic to Southwold Harbour.

Southwold Harbour is tidally restricted to all but shallow draft pleasure and fishing vessels (subject to siltation and weather-related change of depth) with no locks, cills, or bridges.

The harbour is open 24/7 but manned 0800 – 1600 (Winter – December to

March) and 0800hours – 17 (Summer – April to November).

4.Port Operations

Port operations are primarily fishing and leisure (including charter operators) with mitigation measures in place under the Port Marine Safety Code to control risk.

5. Navigational Access

Tide dependent, 24/7 hours of entry (draft restrictions apply dependant on tide.), but facility is only manned 0800 hours – 1600 hour (Winter – December to March) and 0800hours – 1700 hours (Summer – April to November).

6.Mooring Availability

Contact with Harbour Master in advance of arrival is encouraged. However, as the port is not manned 24/7, some vessels do arrive unannounced. However, the entrance channel is covered by CCTV 24/7.

7.Vessel Repair Facilities

Harbour Marine Services ltd. Operate a boat building and repair facility on the North bank of the Harbour while other smaller marine related businesses frequent the harbour.

8.Local Port Services

Vessel traffic is monitored by VHF Channel 12, CCTV, and telephone during normal operational hours. In the event of any incidents, Channel 16 would also be monitored.

9.Specific Risks

The following sub-sections highlight the specific areas of risk that could cause oil to be introduced into the Harbour waters:

9.1 Collision between Vessels

As with most harbour/port operations, there is always a risk for those vessels operating in close proximity to collide with each other.

Control measures in place to mitigate the risk are:

Standard Operating Procedures in place

Speed limit in place.

International Collision Regulations apply within the harbour limits.

Advisory Passage plan produced after Ato N workshop

Communication links with MCA Coastguard, RNLI, and emergency services

Oil spill response equipment kept at harbour for Tier 1 spill.

Harbour staff to be trained to follow safe working procedures during an oil spill.

Harbour staff trained in emergency first aid

Lifesaving equipment installed around harbour.

CCTV coverage of harbour

VHF radio communications (Channel 12) are monitored during working hours, traffic information available.

9.2 Contact between Vessel and Fixed Installation

The potential of a vessel impacting a fixed installation must also be addressed.

This incident could occur within the Harbour, in several ways including:

Impact with the walls or piers entering/leaving the Harbour.

Impact with quay or stage/pontoon.

Impact whilst berthing.

An impact could occur in each of these areas owing to the following causes:

Loss of power to the vessels engines/manoeuvring aids.

Misjudgement of tide and current influences.

There is also a potential pollution risk associated for moving vessels to collide with moored vessels.

The control measures are.

Standard Operating Procedures in place

Speed limit in place

Passage plan to produced.

International Collision Regulations apply within the harbour limits.

Communication links with MCA Coastguard, RNLI, and emergency services

Oil spill response equipment kept at harbour for Tier 1 spill. Harbour staff to be trained to follow safe working procedures during an oil spill.

Harbour staff trained in emergency first aid

Lifesaving equipment installed around harbour.

CCTV coverage of harbour

VHF radio communications (Channel 12) are monitored during working hours, traffic information available.

9.3 Grounding

Certain tidal and environmental conditions can result in lower than predicted water depths at times and there is always scope for human error. Therefore, there is a possibility that a vessel may run aground.

As far as predicting the possibility of this scenario, due to unfamiliarity with the harbour, the likelihood that any grounding incident resulting in the discharge of pollutants would involve visiting recreational craft is higher, as the regular fishing fleet have experienced crews with local knowledge.

The chances of a vessel grounding are not insubstantial, however causing anything more than minimal amounts of oil to enter the water is viewed as remote owing to the vessel size and type. Historically we are unaware of any pollution incidents resulting from the grounding of vessels.

The control measures are.

Standard Operating Procedures in place

Speed limit in place

Passage plan produced.

International Collision Regulations apply within the harbour limits.

Communication links with MCA Coastguard, RNLI, and emergency services

Oil spill response equipment kept at harbour for Tier 1 spill. Harbour staff to be trained to follow safe working procedures during an oil spill.

Harbour staff trained in emergency first aid.

Lifesaving equipment installed around harbour.

CCTV coverage of harbour

VHF radio communications (Channel 12) are monitored during working hours, traffic information available.

9.4 Unstable moored vessels

Vessels moored at quayside/ stage or pontoon mooring may become unstable and keel over if not correctly moored and ballasted. This could lead to spillage of fuel and engine oil.

In this situation Tier 1 equipment will be deployed by harbour staff with 25metre river boom to contain the spill.

9.5 Fuelling Operations.

Fuelling takes place from a fixed point and occasionally by road tanker/bowser and handheld containers for which there are bunkering/ fuelling procedures/SOPs in place.

Fuel (Diesel) is stored in two integrally bunded tanks in the fisherman's compound.

The facility is locked, and fuel is only issued by Harbour staff.

Material Data Safety Sheet for Gas Oil is kept in Harbour Master – Documents/Safety

Management System/COSHH/Material Safety Data Sheets/GAS OIL Safety Data

The two tanks are manufactured in general accordance with regulations and have a capacity of 10,000 litres respectively.

Fuel is dispensed from two pumps in an enclosed fuel dispensing facility. All key-holders are given training in the use of the fuel station. The pumps have Emergency **shut off button, key switch, and manual valve on feed**

Fuel is delivered to the storage tanks by a licenced supplier operating to current industry standards. Road tanker vehicles are equipped with spill kits and drivers are fully trained.

The maximum capacity of road tankers on site is 24,000 litres.

9.6 Ship to Ship Oil Transfers

None takes place.

9.7 Inherited Incident

The proximity of the North Sea and offshore ship to ship transfers means pollution within the Harbour could come from an incident occurring outside the Harbour's jurisdictional waters, i.e., pollution that has been driven into the harbour limits by the wind and tide. This type of incident is difficult to plan for, as there can be no pre knowledge of the type and the potential quantity of oil spilled**.**

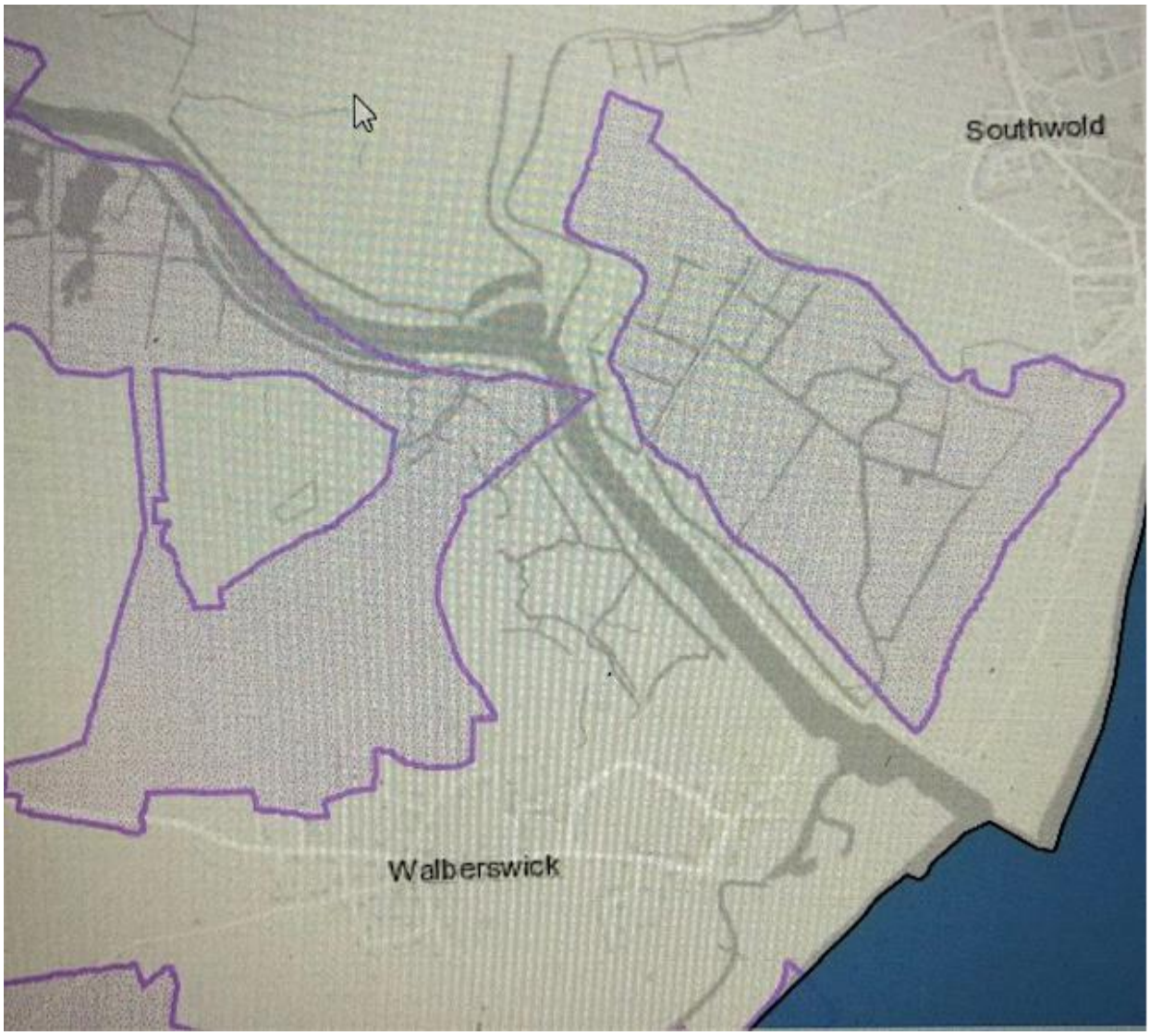
10. General/Environmental Sensitivities.

Southwold Harbour is within an Area of Outstanding Natural Beauty (AONB) adjacent to a RAMSAR site on the south bank of the river Blyth. (Wetland site designated to be of international importance under the Ramsar Convention,[1] also known as "The Convention on Wetlands")

It has a SSSI to the north and South, an SAC (Special Area of Conservation) to the east, while the harbour waters themselves constitute part of an SPA (Special Protection Area) selected to protect one or more rare, threatened, or vulnerable bird species listed in Annex I of the Birds Directive, or certain regularly occurring migratory species.,

FIGURE 3. RAMSAR SITE SHADED GREEN

FIGURE 4. SSSI EDGED PURPLE



11. Training

To familiarise personnel in the use of this plan and comply with MCA Guidelines, Oil Spill Response training courses will be held for employees of Southwold Harbour with an identified role within the OSCP (.**MCA Level 2P TO BE ARRANGED).**

12. Exercise Programme

To ensure that the OSCP is “user friendly” and understood by all those involved in its use, communications and practical exercises will be undertaken on a regular basis.

A record of Personnel Training and Contingency Plan Exercises will be held by the Harbour Master.

Annual Exercises	Timing	Type of Exercise
Table-top exercise	**1 x p.a.**	**Communications test May incorporate mobilisation. and deployment of local response equipment.**
Mobilisation exercise	**2 x p.a.**	**Inspect and use the equipment, updating personnel in procedures and use.**

13. TIER 1 OIL SPILL EQUIPMENT AVAILABLE.

25 metre river fence boom.

Harbour Launch

120 Litre capacity drum

Oil Absorbent pads

Oil Absorbent socks

Disposal bags

14. EMERGENCY CONTACTS

Joint Emergency Planning Unit (JEPU)

Duty Officer 24/7 Tel: 01473 265376

emergency.planning@suffolk.gov.uk

East Suffolk Council

Customer Services: Tel: 0333 0162000

Out of Hours: Tel: 0800 4402516

Maritime and Coastguard Agency Operations Room (Humber)

Tel: 01262 672317

email: Zone10@hmcg.gov.uk

Environment Agency

Regional Control Room (24 hour) 0800 807060

email: incident@environment-agency.gov.uk

Marine Management Organisation

Emergency Contact dedicated Spill Response number

Tel: 0870 785 1050 If there is no reply call the 24hr Duty Room on: 0845 051 8486

email: info@marinemanagement.org.uk

Helpline: 0300 123 1032

Natural England

National Marine Incidents line Tel: 0300 060 1200

email Marine.Incidents@naturalengland.org.uk

RSPB

Regional Office, 65 Thorpe Road, Norwich. NR1 1UD

Tel: 01603 660066

Minismere Reserve 01728 648281.