



ILFRACOMBE HARBOUR

MANAGEMENT OF NAVIGATION

Local Port Service (LPS)

Contents

Executive Summary	3
I. Document Control.....	3
Record of Review & Amendments.....	3
II. Glossary	4
Part 1	4
1. International Framework for establishing a VTS includes:	4
2. Responsibilities of Statutory Harbour Authorities	5
3. Purpose of a Vessel Traffic Service (VTS)	5
4. Distinction Between VTS and LPS.....	5
5. Determining the Need for VTS	6
5.1. The Management of Navigation formal risk assessment for Ilfracombe Harbour.....	7
5.2. Existing Control Measures	11
5.3. Conclusion.....	12
Part 2	13
6. Provision of a Local Port Service (LPS).....	13
7. Operating Principles for LPS.....	13
8. Legal Considerations	14
9. Ilfracombe Harbours LPS Standard Operating Procedure	14
9.1. Identifier.....	14
9.2. Voice communications	14
9.3. Promulgation	14
9.4. Training.....	14
9.4.1. Equipment	14
10.4.2. Operating procedure	14
10.4.3. Complexity of information exchanged	15
10.4.4. Modules from the V-103 syllabus deemed appropriate	15
11. Published information	15

Executive Summary

This document outlines the navigation management strategy for Ilfracombe Harbour, focusing on the evaluation and implementation of appropriate maritime traffic services. In accordance with international and national maritime regulations, including SOLAS Chapter V and the Port & Marine Facility Safety Code (PMSC), and MGN 401 Vessel Traffic Services (VTS) and Local Port Services (LPS) in the United Kingdom.

A formal risk assessment was conducted to determine whether a Vessel Traffic Service (VTS) or a Local Port Service (LPS) is required.

The assessment concluded that Ilfracombe Harbour does not meet the criteria for establishing a VTS due to its vessel density, navigational complexity, and existing control measures. Instead, the provision of a Local Port Service is deemed appropriate. This service will enhance Harbour safety and operational coordination by disseminating essential information to harbour users without the need for the extensive infrastructure or training standards required for a VTS.

Part 1 details the legal framework, responsibilities of the Statutory Harbour Authority, distinctions between VTS and LPS, and the formal risk assessment carried out with the control measures currently in place

Part 2 details the best practices for operating a local port service. It also emphasizes the importance of clear communication, appropriate training, and legal awareness to ensure safe and efficient harbour operations and Ilfracombe LPS operating procedures.

I. Document Control

This document is subject to a quinquennial (5-yearly) review and may be amended periodically. Major revisions will be issued as new versions (e.g., V2), while minor updates will be annotated incrementally (e.g., V2.1, V2.2).

Proposals for amendments should be submitted to the Harbour Master via:

- Email: harbourmaster@northdevon.gov.uk
- Phone: 01271 862108
- Post: Harbour Masters Office, The Quay, The Pier, Ilfracombe EX34 9EQ

Record of Review & Amendments

Review (R) /Amendment (A)	Version #	Date	Description of changes

II. Glossary

ACRONYM	MEANING
IALA	International Association of Marine Aids to Navigation and Lighthouse Authorities
IMO	International Maritime Organization
LPS	Local Port Service
MCA	Maritime and Coastguard Agency
MGN	Marine Guidance Notice
PMSC	Port & Marine Facility Safety Code
VTS	Vessel Traffic Service
VHF	Very High Frequency

Part 1

1. International Framework for establishing a VTS includes:

2. International Convention for the Safety of Life at Sea (SOLAS) 1974
 - 2.1. Under SOLAS Chapter V Regulations 12 & 13, Contracting Governments are encouraged to establish VTS and AtoN services where traffic volume and risk justify them.
3. IMO Resolution A.1158(32) - Guidelines for Vessel Traffic Services,
 - 3.1. These Guidelines are associated with regulation V/12 of the International Convention on Safety of Life at Sea, 1974 ("the Convention") and should be taken into account by Contracting Governments to the Convention when planning, implementing and operating vessel traffic services (VTS) under national law,
4. IALA Standards
 - 4.1. To achieve world-wide harmonization and improvement of VTS, IALA has developed a document structure to be used in order to develop and publish documents specifically related to the development, implementation, and operation of VTS
5. National law
 - 5.1. MGN 401 (Amendment 3) outlines that Statutory Harbour Authorities must assess their own needs for VTS or LPS and apply to the MCA for designation and approval where appropriate.

2. Responsibilities of Statutory Harbour Authorities

As per IMO Resolution A.1158(32) and the Port Marine Safety Code (PMSC), Statutory Harbour Authorities must:

1. Conduct a Formal Risk Assessment to determine the need for VTS or LPS.
2. Follow IALA guidelines and recommendations.
3. Operate within powers defined by the Harbours Act 1964 and Harbours Act (Northern Ireland) 1970.

3. Purpose of a Vessel Traffic Service (VTS)

A VTS aims to:

- Enhance safety of life at sea.
- Improve navigational efficiency.
- Protect the marine environment.
- Provide timely, relevant information to assist onboard decision-making.
- Monitor and manage ship traffic.
- Respond to developing unsafe situations.

4. Distinction Between VTS and LPS

Feature	VTS	LPS
International Framework	Governed by SOLAS	No international convention
Staff Training	IALA V-103 standard required	No international standard
Capabilities	Full traffic image, decision-making, response	Basic information provision only

5. Determining the Need for VTS

Following IALA Guideline G1150, the process of establishing a VTS begins with the formal risk assessment to determine the need for a VTS.

Formal Risk Assessment Steps

Step	Details
Assess vessel density	• Identify the number and types of vessels using the harbour. • Determine peak traffic periods and seasonal variations. • Evaluate potential congestion or conflict zones.
Review bathymetry, Aids to Navigation (AtoN), and fairways	• Examine seabed contours and depth variations. • Assess the adequacy and placement of navigational aids. • Review the layout and accessibility of fairways and approach channels.
Analyze causation factors and existing control measures	• Investigate historical incidents and near-misses. • Evaluate current traffic management and communication systems. • Identify gaps in safety protocols and emergency response capabilities.

5.1. The Management of Navigation formal risk assessment for Ilfracombe Harbour.

Haz.ID	Identified Hazard Groups	Hazards defined by Type	Locations Outer Harbour (A) OQH (B) Inner Harbour (C)	Existing Control Measures ID#	Risks with Existing Control Measures										RISK RATING with Exisitng Control Measures	Risk Rating Rank
					Most Likely (ML)					Worst Credible (WC)						
					Likelihood (L -only)	(C) Environment	(C) People	(C) Property	(C) Business	Likelihood (L -only)	(C) Environment	(C) People	(C)Property	(C) Business		
1	Allision	Trawlers	A,B,C	1 & 2	3	1	1	1	1	2	3	4	4	1	4.5	2
2	Allision	Visitor wall	A,B,C	1 & 2	3	2	1	1	1	2	2	2	1	1	3.4	10
3	Allision	Sailing dinghy	A,B,C	1 & 2	3	1	1	1	1	2	1	4	1	1	3.3	15
4	Allision	Local leisure	A,B,C	1 & 2	3	1	1	1	1	2	2	2	1	1	3.0	18
5	Allision	Visitor no wall	A,B,C	1 & 2	3	1	1	1	1	2	2	2	1	1	3.0	18
6	Allision	Waverley	A	1 & 2	2	1	2	1	1	1	3	4	4	1	2.8	28
7	Allision	Rowing craft	A,B,C	1 & 2	3	1	1	1	1	1	1	4	1	1	2.4	33
8	Allision	MCA >12PAX	A	1 & 2	2	1	1	1	1	1	3	3	3	1	2.3	35
9	Allision	Comm multi pax	A,B,C	1 & 2	2	1	2	1	1	1	2	3	1	1	2.1	43
10	Allision	MCA >12PAX Oldenburg pax	A	1 & 2	2	1	1	1	1	1	2	3	1	3	2.1	43
11	Allision	Visitor comm	A,B,C	1 & 2	2	2	1	1	1	1	2	2	1	1	2.0	47
12	Allision	MCA >12PAX Oldenburg Crew	A	1 & 2	2	1	1	1	1	1	2	2	1	3	2.0	47
13	Allision	Comm mono crew	A,B,C	1 & 2	2	1	1	1	1	1	2	3	1	1	1.9	58
14	Allision	Comm mono pax	A,B,C	1 & 2	2	1	1	1	1	1	2	3	1	1	1.9	58
15	Allision	Comm multi crew	A,B,C	1 & 2	2	1	1	1	1	1	2	3	1	1	1.9	58
16	Allision	RNLI -Shannon Class	A,B,C	1 & 2	1	1	1	1	1	1	1	2	1	1	1.1	76

17	Allision	RNLI - D Class	A,B,C	1 & 2	1	1	1	1	1	1	1	2	1	1	1.1	76
18	Breakout	Anchor	A	1 & 2	3	1	1	1	1	3	2	4	1	1	4.5	2
19	Breakout	Mooring licence holder	C	1 & 2	3	1	1	1	1	3	2	1	1	1	3.4	10
20	Breakout	Moorings Visitor	A,C	1 & 2	3	1	1	1	1	2	2	1	1	1	2.8	28
21	Bunkering and Fuelling	Fuel birth Self service	A ,B, C	1, 3	3	1	1	1	1	3	2	1	1	1	3.4	10
22	Bunkering and Fuelling	Approved portable container	A ,B, C	1, 3	3	1	1	1	1	3	2	1	1	1	3.4	10
23	Bunkering and Fuelling	Tanker	A ,B, C	1, 3	2	1	1	1	1	2	3	1	1	3	3.0	18
24	Bunkering and Fuelling	Harbour tanker delivery	C	1,3	2	1	1	1	1	2	3	1	1	3	3.0	18
25	Bunkering and Fuelling	Certified Bowser	A ,B, C	1, 3	2	1	1	1	1	2	2	1	1	2	2.5	32
26	Bunkering and Fuelling	Fuel birth Direct service	A ,B, C	1, 3	2	1	1	1	1	2	2	1	1	1	2.3	35
27	Collision	MCA >12PAX Oldenburg pax	A	1 & 2	2	1	2	1	1	2	2	5	1	4	4.3	4
28	Collision	MCA >12PAX Oldenburg Crew	A	1 & 2	2	1	2	1	1	2	2	4	1	4	4.0	5
29	Collision	Visitor wall	A,B,C	1 & 2	3	2	1	1	1	2	2	2	1	1	3.4	10
30	Collision	Sailing dinghy	A,B,C	1 & 2	3	1	1	1	1	2	1	4	1	1	3.3	15
31	Collision	Visitor no wall	A,B,C	1 & 2	3	1	1	1	1	2	2	2	1	1	3.0	18
32	Collision	Waverley	A	1 & 2	2	1	2	1	1	1	3	4	1	1	2.4	33
33	Collision	Comm mono pax	A,B,C	1 & 2	2	1	2	1	1	1	3	3	1	1	2.3	35
34	Collision	Comm multi pax	A,B,C	1 & 2	2	1	2	1	1	1	3	3	1	1	2.3	35
35	Collision	MCA >12PAX	A	1 & 2	2	1	2	1	1	1	3	3	1	1	2.3	35
36	Collision	Local leisure	A,B,C	1 & 2	3	1	1	1	1	1	2	2	1	1	2.3	35
37	Collision	Trawlers	A,B,C	1 & 2	2	1	1	1	1	1	3	3	1	1	2.0	47
38	Collision	Comm mono crew	A,B,C	1 & 2	2	1	1	1	1	1	3	3	1	1	2.0	47
39	Collision	Comm multi crew	A,B,C	1 & 2	2	1	1	1	1	1	3	3	1	1	2.0	47
40	Collision	Visitor comm	A,B,C	1 & 2	2	2	1	1	1	1	2	2	1	1	2.0	47
41	Collision	Rowing craft	A,B,C	1 & 2	2	1	1	1	1	1	1	4	1	1	1.9	58

42	Collision	RNLI -Shannon Class	A,B,C	1 & 2	1	1	1	1	1	1	1	2	1	1	1.1	76
43	Collision	RNLI - D Class	A,B,C	1 & 2	1	1	1	1	1	1	1	2	1	1	1.1	76
44	Foundering	Mooring Holders	A,B,C	1 & 2	4	1	1	1	1	3	2	1	1	3	4.6	1
45	Foundering	Visitor no wall	A,B,C	1 & 2	3	1	1	1	1	2	2	4	1	3	4.0	5
46	Foundering	Visitor wall	A,B,C	1 & 2	3	1	1	1	1	2	2	4	1	3	4.0	5
47	Foundering	Waverley	A	1 & 2	1	1	1	1	1	1	3	5	1	4	2.1	43
48	Foundering	MCA >12PAX Oldenburg pax	A	1 & 2	1	1	1	1	1	1	3	5	1	4	2.1	43
49	Foundering	MCA >12PAX Oldenburg Crew	A	1 & 2	1	1	1	1	1	1	3	4	1	4	2.0	47
50	Foundering	Trawlers	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	4	1.9	58
51	Foundering	Comm mono crew	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
52	Foundering	Comm mono pax	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
53	Foundering	Comm multi crew	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
54	Foundering	Comm multi pax	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
55	Foundering	MCA >12PAX	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
56	Foundering	Visitor comm	A,B,C	1 & 2	1	1	1	1	1	1	2	4	1	3	1.8	63
57	Foundering	RNLI - D Class	A,B,C	1 & 2	1	1	1	1	1	2	1	2	1	1	1.8	63
58	Foundering	Rowing craft	A,B,C	1 & 2	1	1	1	1	1	2	1	2	1	1	1.8	63
59	Foundering	Sailing dinghy	A,B,C	1 & 2	1	1	1	1	1	2	1	2	1	1	1.8	63
60	Foundering	RNLI -Shannon Class	A,B,C	1 & 2	1	1	1	1	1	1	1	4	1	3	1.6	75
61	Grounding	Trawlers	B	2	2	1	1	1	1	2	2	4	1	3	3.5	8
62	Grounding	Visitor wall	A,B,C	2	2	2	1	1	1	3	3	1	1	1	3.5	8
63	Grounding	Trawlers	A,C	2	2	1	1	1	1	2	2	4	1	2	3.3	15
64	Grounding	Local leisure	A,B,C	2	3	1	1	1	1	3	1	1	1	1	3.0	18
65	Grounding	Visitor no wall	A,B,C	2	3	1	1	1	1	3	1	1	1	1	3.0	18
66	Grounding	Visitor comm pax	A,B,C	2	2	1	1	1	1	3	1	2	1	1	2.9	26
67	Grounding	Visitor comm Crew	A,B,C	2	2	1	1	1	1	3	1	2	1	1	2.9	26
68	Grounding	MCA >12PAX Waverley crew	A	2	1	2	2	1	1	2	3	3	1	1	2.8	28
69	Grounding	MCA >12PAX Waverley pax	A	2	1	1	2	1	1	2	3	3	1	1	2.6	31

70	Grounding	MCA >12PAX Princess pax	A,B,C	2	2	1	1	1	1	2	1	2	1	1	2.3	35
71	Grounding	MCA >12PAX Princess Crew	A,B,C	2	2	1	1	1	1	2	1	2	1	1	2.3	35
72	Grounding	Comm mono pax	A,B,C	2	1	1	1	1	1	2	2	2	1	1	2.0	47
73	Grounding	MCA >12PAX Oldenburg pax	A	2	1	1	1	1	1	2	2	2	1	1	2.0	47
74	Grounding	Comm mono crew	A,B,C	2	1	1	1	1	1	2	2	2	1	1	2.0	47
75	Grounding	MCA >12PAX Oldenburg Crew	A	2	1	1	1	1	1	2	2	2	1	1	2.0	47
76	Grounding	Comm multi pax	A,B,C	2	1	1	1	1	1	2	1	2	1	1	1.8	63
77	Grounding	Comm multi crew	A,B,C	2	1	1	1	1	1	2	1	2	1	1	1.8	63
78	Grounding	RNLI -Shannon Class	A,B,C	2	1	1	1	1	1	2	1	2	1	1	1.8	63
79	Grounding	RNLI - D Class	A,B,C	2	1	1	1	1	1	1	1	1	1	1	1.0	80
80	Towing	tow parts	A, B, C	1,2	4	1	1	1	1	1	2	4	1	1	3.0	18

5.2. Existing Control Measures

Control Group ID #	Name	Sub Group
1	MSMS	Safety
1	Environmental Plan	Plan
1	Marine Emergency Response Plan	Plan
1	Marine Safety Plan	Plan
1	Personal Watercraft	Policy
1	Enforcement & Prosecution	Policy
1	Outer Buoys	SOP
1	Hot /Cold Work	SOP
1	Diving operations	SOP
1	Bunkering operations	SOP
1	Dangerous Goods in Harbour	SOP
1	Launching permits	SOP
1	T&Cs	Policy
1	OSCP	Plan
2	Larkstone Cove recreational area	Safety
2	Safety Signage with maps	Safety
2	Display screens	Public Information/Safety of Navigation
2	Weather & tide information	Public Information/Safety of Navigation
2	Bathy information	Public Information/Safety of Navigation
2	Mooring Information	Public Information/Safety of Navigation
2	VHF Radio	Public Information/Safety of Navigation
2	Visiting boat information	Public Information/Safety of Navigation
2	Published Information in Pilot Books & Almanacs	Public Information/Safety of Navigation
2	Local Port Service - VHF & 24hr phone line	Public Information/Safety of Navigation
2	Visitor marked mooring buoys	Public Information/Safety of Navigation
2	Directional wall mooring sign	Safety of Navigation
2	Admiralty tide information apps	Safety of Navigation
2	COLREGS	Public Information/Safety of Navigation
2	Byelaws	Public Information/Safety of Navigation
2	Defined harbour jurisdiction	Public Information/Safety of Navigation
2	Notice to Mariners	Safety of Navigation
2	Aids to navigation	Safety of Navigation
2	Approved level of certification	Safety of Navigation
2	Local knowledge	Safety of Navigation
2	Passage Plan	Public Information/Safety of Navigation
2	Harbour Website	Public Information/Safety of Navigation
3	CCTV	Safety/Security

5.3. Conclusion

Based on the formal risk assessment carried out as per IMO Resolution A.1158(32) and the Port Marine Safety Code (PMSC), and MGN 401, Ilfracombe Harbour does not meet the criteria for establishing a VTS and an LPS is deemed more appropriate.

Part 2

6. Provision of a Local Port Service (LPS)

LPS is suitable where VTS is deemed excessive or inappropriate.

Key characteristics:

- No requirement for V-103 certification.
- Equipment and training needs are less extensive.
- Focuses on dissemination of port information and coordination.
- Supports emergency planning and liaison with allied services.

Examples of LPS Functions:

- Berthing and pilot arrangements
- Meteorological and hydrographical data
- Port service availability
- Waste and fuel handling
- Customs and ISPS information

7. Operating Principles for LPS

Identifier

Use “Local Port Service” to avoid confusion with VTS.

Voice Communications

- Staff must be appropriately licensed (e.g., national radio operator’s certificate).
- Communications should be factual and concise.

Promulgation

Details of the LPS must be published in relevant navigational documents.

Training

Training should reflect:

- Equipment used
- Operational procedures
- Complexity of information exchanged
- Modules from the V-103 syllabus as appropriate

8. Legal Considerations

Operators must understand the legal framework and implications of providing navigational information, especially in the event of incidents.

9. Ilfracombe Harbours LPS Standard Operating Procedure

9.1. Identifier

The LPS Identifiers for Ilfracombe Harbour are;

- Ilfracombe Harbour
- Ilfracombe Harbour Control

9.2. Voice communications

All members of the Harbour Team hold as a minimum a RYA VHF SRC Certificate of Competence in the use of Marine radios.

The Harbour holds an Ofcom Wireless Telegraphy licence and is designated as a Coastal Station and is allocated Marine VHF Channels 12 & 14 for its use. This licence is renewed annually.

9.3. Promulgation

All details of the Harbours LPS are published in all relevant port guides, nautical almanacs, the Admiralties List of Radio Signals (ALRS) Volume 6 and the Harbour website.

9.4. Training

9.4.1. Equipment

1 x VHF Marine Radio sited in the Harbour Office

1 x VHF Handheld set sited in the Harbour Office

10.4.2. Operating procedure

The VHF frequency Channels shall be monitored during office hours, if the office is unmanned then the handheld must be taken by one of the team.

Outside of office hours there is a 24 hour mobile phone number which is published.

10.4.3. Complexity of information exchanged

The team members answering the VHF shall pass over the availability of moorings, the correct mooring method, fueling procedures, weather and tide information only.

If the vessel requests to go to anchor, then only the deeper water area shall be passed over and are not to instruct the vessel on the anchoring methods. Ilfracombe Harbour does not have a charted anchorage area within its Jurisdiction. All anchoring information given must include the caveat 'if it is deemed safe to do so in the Skippers' opinion' .

10.4.4. Modules from the V-103 syllabus deemed appropriate

There is no formal training required for an LPS operative, however the principles of the modules listed below have been incorporated into the team members LPS training.

- Communication
- Local Knowledge
- Common vessel characteristics
- Use of Equipment
- Emergency Situations

11. Published information

The harbour has a designated visiting boat information page containing information on approaching and leaving the harbour with the most up to date bathymetry survey, mooring and anchorage information with a visitor mooring plan with mooring usage guidance and harbour map, harbour facilities available and link to live weather information.

This information as relevant is also published on the 2 digital screens, the main Harbour information screen is located outside the Harbour Office with the other screen located at the Watersports Hub.

The Harbour team is to ensure that any published information is kept current.