

Safety Circular: Notices to Mariners

Issue 1: 2013

Guidance for Offshore Wind & Marine Projects

Context

The growth in development of offshore wind and marine projects has seen an increase in the number of developers and other parties connected to offshore projects issuing Notices to Mariners (NtoM). This has therefore increased the importance for anyone responsible for issuing NtoM to be aware of and follow recognised conventions for drafting and issuing these notices. This Circular provides a short summary of the accepted scope and format for issuing NtoM. NtoM are issued to provide safety critical information to Mariners. This information will include any changes to the seascape that offshore wind and marine developers undertake. They are issued in a variety of formats and these are outlined below.

Admiralty Notices to Mariners (ANtoM)

These are issued by the UK Hydrographic Office (UKHO) and are otherwise known as 'chart corrections'. They are issued on a weekly basis and provide physical corrections to charts and associated publications. Also included within these corrections are Preliminary and Temporary NtoMs which indicate works about to commence and temporary changes to the charts. With regards to offshore wind developments UKHO will only update charts at significant intervals and will not provide a weekly construction update for charts. It is likely that a portion of the chart will be marked out with 'Construction in Progress' until it is fully completed, it will then have the site appropriately marked up. General advice on information flows (Chart Corrections and Radio Navigation Warnings) concerning the UKHO may be found in Chapter 4 of NP100 - The Mariner's Handbook (9th Edition, 2009). Extracts can be found at: <http://www.ukho.gov.uk/ProductsandServices/PaperPublications/Documents/NP100%20Edition%209%202009.pdf>

Admiralty Notices to Mariners are promulgated in Weekly Editions of Admiralty Notices to Mariners and these may be accessed on the UKHO website at www.ukho.gov.uk/msi.

Radio Navigation Warnings

These are issued by the UKHO and follow a similar format to the ANtoM in that they will only be issued if the UKHO feel it is appropriate and the subject represents a significant risk to the Mariner. They will not be project updates. An example of a Radio Nav Warning is presented in Box 1.

Box 1. Example of a Radio Nav Warning

NAVAREA I

169/13

140255 UTC Jul 13

ENGLAND, EAST COAST.

Approaches to The Humber.

Chart BA 121.

Light-buoys marking limits of Westernmost
Rough Offshore Wind Farm Construction
Area established as follows:

A. North cardinal 53-50.762N 000-09.609E

B. East cardinal 53-47.995N 000-13.073E

C. South cardinal 53-45.936N 000-08.386E

D. West cardinal 53-48.710N 000-04.905E

To provide Radio Navigation Warnings with urgent updates please use the contact details below:

Email: navwarnings@btconnect.com
 Phone: +44(0)1823 353448
 Fax: +44(0)1823 322352

You should also be aware that the originator of a Radio Navigation Warning is billed for its transmission.

Notices to Mariners

NtoM are issued by private bodies to inform mariners of issues that affect the safety of navigation. They are issued by a variety of bodies such as Port authorities, Trinity House and offshore wind & marine project duty holders. These are disseminated by hosting on corporate websites, issuing to UKHO, Kingfisher Fortnightly Bulletin, local sailing clubs etc. An example of a NtoM is presented in Box 2.

Box 2. An example of a NtoM

15/2013 Sunk Inner L. Flt
 NOTICE TO MARINERS
 No.15/2013 C9
 EAST COAST OF ENGLAND
 THAMES ESTUARY
 SUNK INNER PRECAUTIONARY AREA.
 SUNK INNER LIGHT FLOAT (ALL Vol. A2172)
 Date: On or about 1st August, 2013.
 Amendment: To be moved to Latitude 51°
 51'.170N Longitude 001° 34'.400E
 (295°T x 619 metres)
 Light Float to be moved to a permanent new
 position as part of further changes to the
 Black Deep Buoyed Channel to be carried
 out in October 2013.
 By Order Trinity House.

The promulgation of NtoM by radio should come via local broadcasting stations or through project guard vessels as a Sécurité broadcast initially on Channel 16 with further information provided on a secondary non-emergency channel. This should occur at 6h intervals unless otherwise directed. Therefore it is worth remembering that the format and size of the NtoM has to be appropriate for broadcast via Radio.

Developers should bear in mind that a Notice to Mariners should be a concise piece of information identifying the purpose of the NtoM and keeping it thus. A project update should be seen as a separate document. Therefore the large volumes of information often being made available under the guise of NtoMs should be issued under the title of 'Project Update'. This is considered a better format for project overview, photos of vessels, turbines foundation types etc and also a list of installed units by latitude and longitude.

General Advice

The primary objective of a NtoM is to provide clear, accurate and timely information to any sea user who may need to be informed of relevant navigational safety information. A NtoM should therefore aim to be:

- **Timely:** Issued as far ahead of the specified activity as possible
- **Specific:** Deal only with individual issues of navigation safety and not contain historic background information on the project
- **Dated:** Commencement/expiry/renewal dates should be clearly stated
- **Targeted:** Content, style and language of the NtoM should take account the audience
- **Concise:** Only including information relating to navigational safety
- **Accessible:** The NtoM should readily accessible online and provided to UKHO

NtoM should be issued to at least the following:

- MCA through the relevant MRCC
- UKHO
- Trinity House
- Kingfisher Fortnightly Bulletin
- Relevant Port Authorities
- RYA

The table on the opposite page provides a simplified aide memory of the areas a NtoM would normally be expected to cover.

Section/Topic	Relevant information to include
Title	Clearly state document is a Notice to Mariners and include a short title relevant to the scope and topic of the notice
Supplementary information	Provide details of organisation issuing the NTM including: <ul style="list-style-type: none"> • Company name • Project/Location name • Issue number/version of notice • Any NTM's current version supersedes and/or relates to
Detail	Provide sufficient details of NTM: <ul style="list-style-type: none"> • Warning/Information intended to be communicated • Location using latitude & longitude coordinates in the format degrees decimal minutes • Times (Start & Expiry dates/times as applicable. If NtoM is going to be in place for an extended period then the maximum end date will be the end of the Calendar year. If it is still live into the new year a new NtoM should be raised.) • Any visuals/diagrams/photographs (if relevant). Please remember these cannot be broadcast by radio.
Contact details	Provide sufficient details to enable mariners to contact the issuer of the NtoM to clarify any point: <ul style="list-style-type: none"> • Name of person issuing NtoM • E-mail contact details • Telephone contact number(s) (Preferably 24/7)
Links	NtoM should provide (only where absolutely necessary)

An example of a NtoM relevant to an offshore wind farm is presented in Box 3.

Box 3. An Example of a NtoM relevant to an Offshore Wind Farm

01/2013 AN Far Offshore Wind Farm – Aids to Navigation **NOTICE TO MARINERS**

No 01/2013 supersedes No 03/2012
AN Far Offshore Wind Farm – Operated by
ABC Company

(Insert Generic Location)

Fog signal on WTG B12 is out of service until further notice. (Insert latitude & longitude coordinates in Degree decimal Minutes format)

Notice in force until (insert date or end of calendar year as maximum)

Contact Details:

- Notice issued by: A B Smith (Insert position & company)
- Telephone information
- E-mail

Website links to notice and contact information.

References & Links

- United Kingdom Hydrological Office
- Maritime & Coastguard Agency (Via MRCC)
- Trinity House
- Kingfisher Fortnightly Bulletin
- Royal Yachting Association
- RenewableUK
- Offshore Wind & Marine Health & Safety Guidelines
- Offshore Renewable Energy Emergency Forum (OREEF)

Status of this Document

Health & Safety circulars are intended as a basic update or review of particular technical, legal or policy issues relevant to the core membership base of RenewableUK. Circulars provide general Health & Safety information on the topics concerned but do not aim to provide detailed guidance about how the issues can be addressed. Health & Safety circulars will not normally be subject to regular review or updating, and so the accuracy of a circular can only assumed to be relevant and up-to-date at the time of publication. Attention is also drawn to the disclaimer below.

Disclaimer

The contents of this circular are intended for information and general guidance only, do not constitute advice, are not exhaustive and do not indicate any specific course of action. Detailed professional advice should be obtained before taking or refraining from action in relation to any of the contents of this circular, or the relevance or applicability of the information herein.



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