Argyll & Bute Council
Comhairle Earra Ghâidheal agus Bhòid

Campbeltown Harbour
Towage Guidelines

Harbour Office, Ferry Terminal Building, New Quay, Campbeltown, Argyll, PA28 6BA
Tel: 01586 552552 Email: campbeltownharbour@argyll-bute.gov.uk

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DOCUMENT RECORD

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Introduction

These guidelines have been produced to ensure efficient towage operations within Campbeltown Harbour, Where they intend to lower all reasonable risk to an acceptable level with regards to, the loss of life, the environment and to property, where these risks can be managed in such a way so as to achieve successful operations with all parties involved therein.

Towage Operations

Campbeltown Harbour Master must be informed in advance of any intended towage operations within the Campbeltown Harbour Limits or its approaches prior to entry.

Ordering Tugs

There are no Tugs based in Campbeltown therefore requests for tugs should be made at the earliest opportunity as availability may be an issue. As a consequence the master of any visiting ship may order from his Agent the recommended number of tugs as contained within this document. Tugs up to 28 T Bollard Pull can be ordered through:

Svitzer Marine Ltd at Greenock:
9 Duff Street, Greenock, PA15 1XX
Telephone: 01475 723266 (9am - 5pm)
E-mail: info@svitzer.com

Clyde Marine Services Ltd at Greenock:
Victoria Harbour Greenock, PA15 1HW.
Telephone: 01475 721281 (9am - 5pm)
Email: enquiries@clyde-marine.co.uk

Towage Companies - Risk Assessments, Policies & Procedures

Towage companies are requested to supply the Harbour Master at Campbeltown with the appropriate Risk Assessments, Policies and Procedures relevant to their operations within Campbeltown Harbour Limits.

Towage Operations Old and New Quay Campbeltown

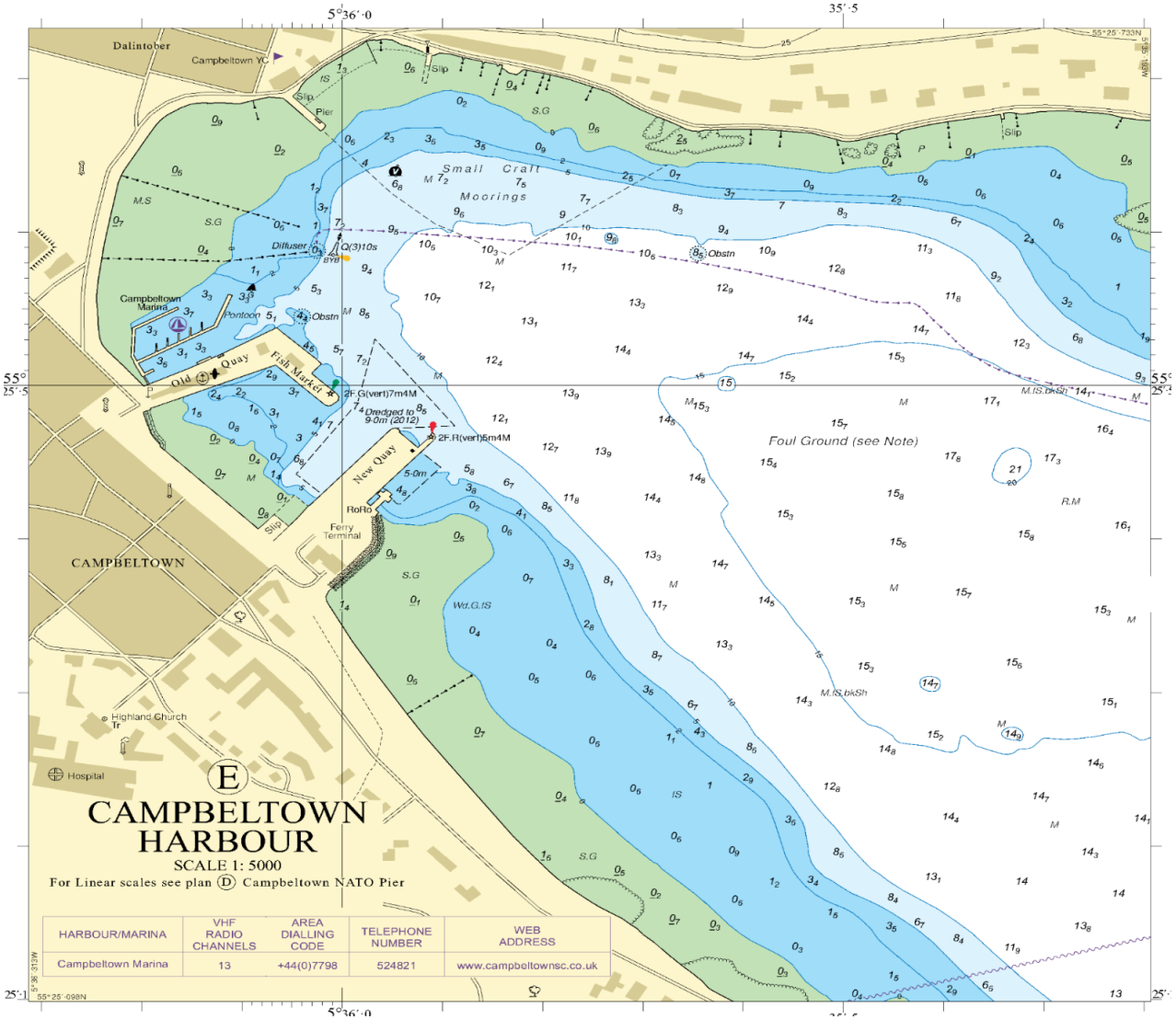
All berthing operations with or without tugs is subject to prevailing weather conditions in respect of wind speed & direction depending on berth allocation. All will be discussed with Harbour Master, Vessels Master & Pilot prior to ships arrival or departure.
If weather and wind speed strengthens on ships arrival, the ship will be taken to a safe anchorage in Position 55°25.15'N 005°35.10'W, Campbeltown Loch – Admiralty Chart 1864, or taken back to sea until weather decreases and the vessel is safe to berth, or when the required berth is available.

Strong easterly winds are a hazard for large vessels berthing on the main berth at the new quay but present less of a problem at the link span berth. *(Fig 1.0)*

Vessel / Tug Requirement

- Vessels 120 metres to 150 metres require 1 Tug.

- Vessels greater than 150 Metres require 2 Tugs.



(Fig 1.0)

Towage Operations NATO Oil Fuel Depot

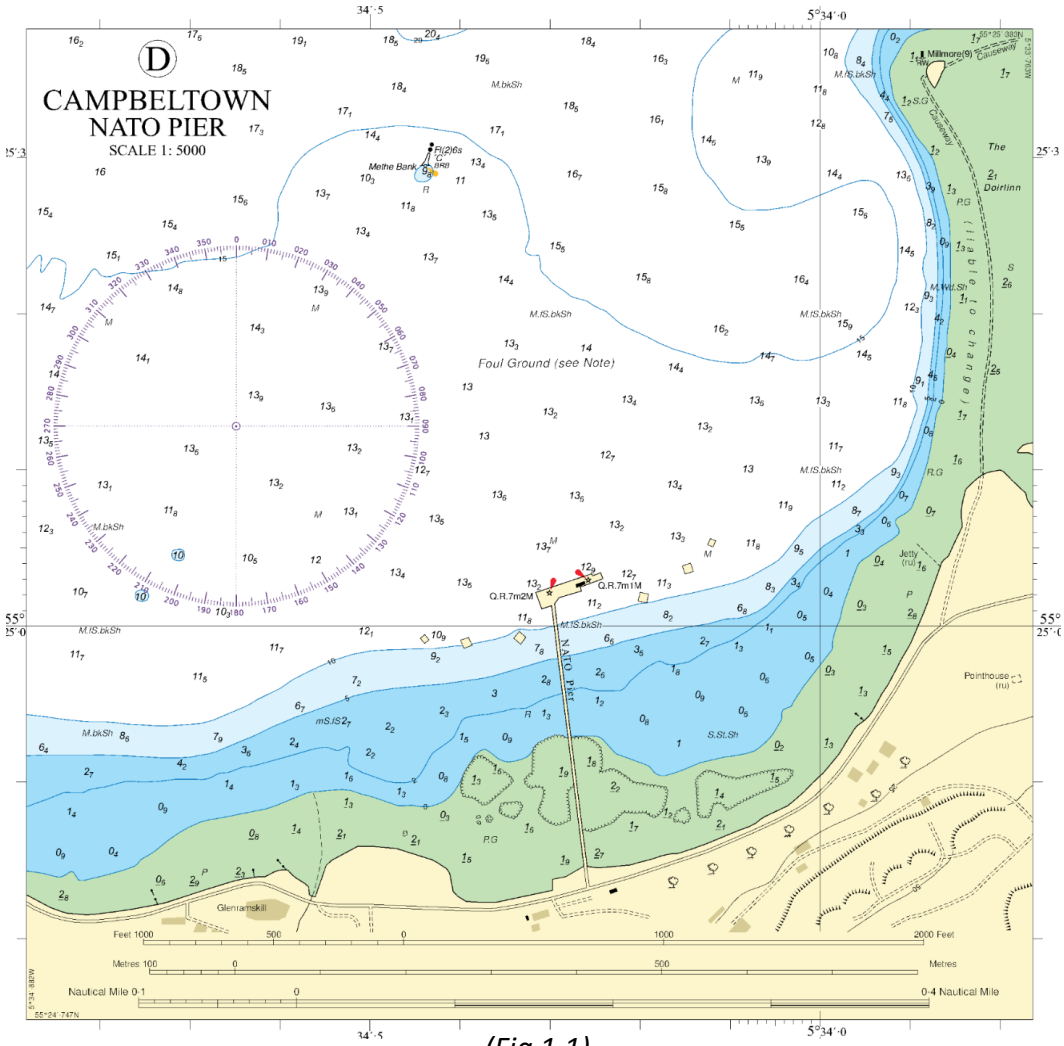
All berthing operations with or without tugs is subject to prevailing weather conditions in respect of wind speed & direction. All will be discussed with Harbour Master, OPA Facility Manager, Vessels Master & Pilot prior to ships arrival or departure.

If weather and wind speed strengthens on ships arrival, the ship will be taken to a safe anchorage in Position 55° 25.15'N 005° 35.10'W, Campbeltown Loch – Admiralty Chart 1864, or taken back to sea until weather decreases and the vessel is safe to berth, or when the berth is available.

Strong Southerly and South Easterly winds are a hazard for large vessels berthing on the NATO jetty due to the channelling effect experienced due to the surrounding hillsides, but winds from other directions present less of a problem. *(Fig 1.1)*

Guidelines & restrictions for berthing operations at the NATO Jetty are as follows:

Ship Tonnage and dimensions:
- **Maximum Tonnage 52,000 GT**
- **Maximum L.O.A - 210.0m**
- **Maximum Beam - 35.0m**
- **Maximum Draught - 11.0m**
- **Maximum Wind Speed - 25 Knots**



(Fig 1.1)

Guidelines and Towage Considerations

Restricted Visibility

No towage operations will take place in Restricted Visibility

Vessels engaged in towage operations must not enter or depart Campbeltown Harbour in restricted visibility. Advice should be sought from the Harbour Master and/or Pilot.

Restricted visibility is all circumstances where visibility is, or may be expected to, reduce to a distance where a tugs normal ability to perform may be impaired. Such restrictions in visibility maybe occur due to rain, fog, mist, snow, sleet or any other conditions which impair visibility.

Communication

Throughout towage operations good VHF communications between all parties is vital. At all times tugs crew, ships crew and shore side staff must be able to communicate efficiently and clearly.

When communication has been established normal procedure is to change to a dedicated working channel (Ch.13 Campbeltown Harbour) . All communications should be short and precise to avoid confusion and include the name of the vessel/tug called. During operations, it is important that effective communications are maintained between:
(a) The towing vessel and both the bridge team, and the mooring decks of the vessel undertow; and
(b) The ship's tow party and the bridge team.

Safety Concerns

The Master of the Tug must immediately inform the Pilot/Master of an assisted vessel of any concerns as to the safety of the Tug and its crew. The Pilot/Master of the assisted vessel and Master of the Tug should take immediate action to ensure the safety of both the tug and the vessel being towed/assisted and if necessary they must abort the operation as soon as it is safe to do so.

Watertight Integrity

The Tugs watertight integrity must be maintained at all times. All watertight doors, hatches and scuttles must be fully closed before any towage operation gets underway. All such openings are to be prominently marked to indicate they must stay closed during a towage operation. If entry is required through a hatch or door during towage operations, the Master of the Tug must be informed and the hatch or door closed immediately after use. The hatch or door must never be left open, even if access is required for a short period of time.

Tow Line Quick Release

Towage operations are inherently dangerous, in particular a Tug may become "girted" when the towline exerts a heeling moment which can overcome the Tugs` Righting Lever and cause the Tug to capsize or "girt". It is therefore essential that a means of quickly disconnecting the towline is part of the Tugs equipment. The winch or towing hook should have a positive means of immediate release which can be relied upon to operate correctly under all operating conditions, as well as a documented procedure for the

maintenance and routine testing of the towing equipment, including the emergency release system. The towing wire should be secured to the winch drum such that it will allow the tow to be fully released under load.
The means of release should be operable from the wheelhouse, as well as locally at the towing hook or winch. The release should be capable of operation by one person when under full load. Towline emergency release mechanisms may be mechanically, hydraulically or pneumatically operated but must operate in the event of an electrical blackout. When activated, the mechanism may take a few seconds before the tow hook trips or the tension in the towline begins to ease.
Crew members who are designated to use the system must be familiar with how the quick release mechanisms fitted to the Tug operate and any peculiarities regarding the quick release system including how long it may take to trip a hook or release tension in a winch wire.
Locking pins fitted to release levers must be removed prior to commencing towage operations.

Testing and Inspection of Towing Equipment

Towing hooks and alarms –visual and audible -, if fitted, should be inspected daily. The emergency release mechanisms on towing hooks and winches should be tested, both locally and remotely at frequent intervals to ensure correct operation. All towing equipment in use should be regularly tested and inspected for safe operation and damage prior to undertaking and after completing a towage operation

Making the Tug (s) fast

The vessel's speed should be reduced to that which allows a safe rendezvous and connection with the tug(s). The required speed should be agreed in advance between the Master / Pilot and with the Tug Master(s) involved. **The recommended maximum safe speed through the water for a centre-lead forward tug is six knots**. At all times during the connecting process, the Pilot/Master should be aware of the position and intention of all shipping in the area. Having verified the towline is secure to the tug, this must be confirmed with the vessel's bridge. The Pilot or Master should then confirm 'all fast' to the tug, completing the communication loop. At times it may not possible for the Tug Master to see the crew on deck due to structural design or at night when they may be obscured by deck lighting on the assisted ship.

Intentions when towing

The positioning of tugs on a vessel is a matter for discussion between the Pilot /Master and the Tug Master(s), having full regard for the areas of the ships` hull, which are designated as suitable push points and those areas which should be avoided, e.g. watertight doors, between frames etc.
The Tug Master must always be clearly and concisely advised of the Master /Pilots` intentions in regard to alterations to speed, course steered and rudder positions allowing the Tug Master to anticipate the effect of the manoeuvre on his tug.
Whenever possible the Pilot or Master should advise the Tug Master before making any engine movements, or bringing Thrusters in to operation. Un-notified sudden or large speed increases or course alterations should be avoided.

Releasing Tug(s)

When releasing the Tug(s) the towing gear must be slipped in a controlled manner. Both tugs crew and vessel crew should be made aware of the danger of serious injury if the towing gear is released in an uncontrolled manner.The towline should always be lowered in a controlled manner, onto the tug deck, and not just let go, unless this is requested by the Tug Master.

Ships Mooring Lines

Ship's mooring lines should not normally be used for towing operations except in an emergency, or where a proper risk assessment has been carried out. Where such use is authorised, extreme caution should be taken to ensure that the size and condition of the line is suitable and that it is kept slack and fully under control when lowering to the tug and making fast.

Master Pilot Information Exchange – Towage considerations

In addition to the usual Master/Pilot information exchange, it is recommended that the Master of a vessel requiring tug assistance provides the Pilot with details of:

- The position and layout of fairleads, bollards and strong points etc. which can be used for towing;
- The safe working load ("SWL") of such fairleads, bollards or strong points;
- Areas of the vessel's hull specially strengthened for tugs pushing (or those areas where tugs must not push) and their identification marks; and
- Any other aspect of the vessel's design or operation which could affect the assisting tugs.

Additional Information and advice may include the following:

- Tug name(s), type, bollard pull and position for securing
- Whether tug lines or ship's lines will be used
- Pilot may instruct vessel's Master to have his crew at mooring stations in ample time, and agree on period of notice needed by ship's crew for "stand by".
- At night, Pilot may instruct vessel's Master to turn off floodlights which may pose a problem for Tug Skipper and crew
- Inform vessel's Master of Local regulations, if applicable
- Pilot will inform the stern tug when engaging the vessel's propeller in order to watch out for the propeller wash.
- Pilot will inform the stern tug about any rudder position changes about to be effected during manoeuvring.
- Tug Master to inform the Pilot whilst reaching 75% of the total engine power of the tug or other limit as agreed.
- Pilot to be made aware of any Tug Masters undergoing training or of any Tug Masters who are not familiar with the operational area and who will be participating in the towing operation.
- The Tug Master shall advise the Pilot immediately if there is any reduction in the tug's operational characteristics, such as ability to manoeuvre, deliver bollard pull or any other operational defect which could affect the tug's capabilities and when confirming that the tug is fast and ready to assist, the Tug Master shall also confirm both the tug's name and position on the vessel.

In assessing any variation from the above guidelines the following points will be taken into consideration namely:-

- Any reported defects to the vessel

- The draught of the vessel.

- The minimum Under Keel Clearance required during the planned passage in the approach channel and at the required berth.

- Range of the tide on the date in question – Spring or Neap Tides.

- Expected sea and swell conditions in Campbeltown Loch and at the Arrival Berth.

- The forecast weather conditions, including visibility.

- The vessels propulsion system – Left or right handed Propellers- Controllable Pitch, Fixed Pitch Propellers- Azimuth / Azipod Units.

- Type of main Engine – Diesel, Diesel Electric, Gas Turbine. Gearbox, clutch arrangements etc.

- Diesel engine- indication of consecutive number of Air starts.

- Number of Bow and Stern Thrusters, output power and type

- Type of Steering system – Single or twin rudders / Becker Rudders.

- Any unusual manoeuvring characteristics of the vessel.

- Any unusual design aspects of the vessel / overhangs etc.

- The Gross Tonnage in relation to the vessels principal dimensions.

- The windage area of the vessel.

- Any harbour restrictions in force.

Further Advice and Guidance

Any Information required can be obtained in the first instance by contacting the Harbour Master or his deputy at Campbeltown.

Harbour Masters Office
New Quay
Campbeltown
Argyll
PA28 6EF
Telephone: 01586 552 552
Email: campbeltownharbour@argyll-bute.gov.uk

Out Of Hours:

Stephen Scally
Harbour Master
Tel: 07825732862
E-mail: stephen.scally@argyll-bute.gov.uk

John Willis
Assistant Harbour Master
Tel: 07500294920
E-mail: john.willis@argyll-bute.gov.uk

Additional guidance and advice may also be found in the following publications:

Tug Use in Port: A Practical Guide – Nautical Institute
The Ship handlers Guide – Nautical Institute
Current relevant Merchant Shipping Notices
Current relevant Merchant Shipping Acts
Code of Safe Working Practices for Merchant Seamen
The Management of Health & Safety at Work Regulations 1999

Use of these Guidelines

This Document is regarded as being dynamic in that it subject to review and assessment both on a planned basis as part of the Argyll & Bute Council Marine Safety Management System and when advice is received or instruction given following an Incident or Advice from the Duty Holder/Designated Person.

These Guidelines should be read in conjunction with Argyll & Bute Council Marine Safety Management System.