



SCARBOROUGH MARINA

EXTREME WEATHER CONTINGENCY PLAN

INTRODUCTION

This extreme weather event contingency plan for Scarborough Marina sets out the broad framework that will apply in the occurrence of such an event. Scarborough Marina takes advice on developing weather situations from the Bureau of Meteorology (BOM) which is the government's primary source of weather intelligence.

This plan has been formed to address the range of adverse weather events that may affect the region; be it summer storms, or the event of a cyclone.

It is the responsibility of owners and Masters of vessels to take the necessary action within the context of the official weather warnings to protect themselves and their vessels; and abide by any directions provided by the Regional Harbour Master (RHM).

Even if you are an experienced mariner, you are encouraged to read this plan and familiarise yourself with its requirements. As you will see, the contingency plan requires you to think about and develop your own plan in this context and to be prepared to enact the plan if required.

Remember, the best protection against extreme weather events is to plan for such eventualities and respond accordingly.

OBJECTIVE OF THIS PLAN

The overall objective of this plan is to provide for the safety of vessels berthed within Scarborough Marina during extreme weather events. Personal safety is always of prime importance. An extreme weather event may require the evacuation of a pilotage area, part of a port, a harbour or boat harbour. In such instances, the Scarborough Marina's primary objective is to have the area secure and for all vessels to have enacted their own safety plans between 48 and six hours prior to the event with a minimum timeframe of six hours before the event is expected to impact.

MASTER'S AND OWNER'S RESPONSIBILITY

Masters and owners of vessels have an obligation at all times under the *Transport Operations Marine Safety Act 1994* and *Marine Safety (Domestic Commercial Vessel) National Law Act 2012* to take appropriate precautions for the safety of their vessels, passengers, and crew.

No initiative taken by marina management or staff at any time will impact on or override the absolute legal responsibility of masters and owners.

Vessel owners are responsible for ensuring their vessel is prepared thoroughly prior to any extreme weather and are held liable for any damages caused by their vessel.

Masters and owners need to familiarise themselves with this plan, determine and develop the most appropriate safety plan for their vessel and respond in accordance with any directions. Masters and owners are also required to monitor developments to ensure that they have the most up-to-date information on weather conditions and any directions in place.



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The movement of vessels in and out of Scarborough Marina are self-managed, subject to any directions given by the Regional Harbour Master. In extreme weather conditions, the Regional Harbour Master may give directions in relation to the operation and movement of vessels within their jurisdiction Including Scarborough Marina. Masters and owners are required to follow such directions.

Vessels are accepted into the marina, in accordance with Scarborough Marina Terms and Conditions. Vessels are permitted to remain only on the strict understanding that any decision to berth a vessel or take it out of the marina when extreme weather is forecast (in the absence of instructions from Emergency Services or Scarborough Marina management/staff), is the sole responsibility of Masters or owners. Scarborough Marina accepts absolutely no responsibility whatsoever for any consequence that results from such a decision.

Once berthed in the marina, all Masters, passengers, and crew must immediately comply with any directions given by emergency services personnel and Scarborough Marina management and staff.

The marina may, in the event of an emergency and at its sole discretion, direct a vessel to a specific location or to relocate. Should the Master or owner of the vessel not be able to move the vessel as directed then the marina retains the right to do so at the risk and expense of the Master or owner.

Once an evacuation zone/storm surge zone has been declared, all patrons and guests are required to comply with these directions and to vacate the marina premise and seek alternative shelter.

In the absence of such directions, the decision to remain on board or leave the vessels is entirely the responsibility of the Masters and owners or the persons themselves and Scarborough Marina accepts absolutely no responsibility whatsoever for any consequence that results from such decision.

MARINA STAFF WILL ASSIST WHEREVER POSSIBLE, BUT IT IS THE OWNER'S RESPONSIBILITY TO ENSURE THEIR VESSEL IS ADEQUATELY SECURED.

If you are not able to prepare your vessel berthed at Scarborough Marina in the event of extreme weather, it is your responsibility to arrange for a competent person to be accountable for preparing your vessel in your absence to provide the Marina Office with their details as a primary contact. This may be a neighbouring vessel's Master or owner, a vessel management company, or a commercial operator in the marina. All persons must comply with directives from Scarborough Marina management, staff, and emergency services personnel.

The design and construction of marinas requires the consideration of the likely range of weather conditions that might be experienced so that the overall structures would withstand the expected loads including storm surge while vessels are moored in the berths.

Notwithstanding the care which was taken in establishing design and construction criteria that were considered to be appropriate, no guarantee can be given that the structures are capable of maintaining their integrity in the complete range of extreme weather conditions. Remember vessels are moored at owners' risk and it is the owner's prerogative to move their vessel if they feel insecure in the marina, noting that any vessel movement should occur in line with the extreme weather contingency plan for the port.



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EXTREME WEATHER WARNING PHASES

Phase 1: Extreme weather event watch - Prevention

An extreme weather event watch will be issued when an extreme weather event or developing event is likely to affect the area **within 48 hours**, but not expected to impact the area within 24 hours. This phase is a critical time for masters and owners to plan and prepare for the impact of the event.

During this period, masters and owners (or their representatives) should review their safety plans and address any matters outstanding.

The extreme weather event watch will be communicated through an appropriate combination of VHF radio warning messages, notices to mariners and media releases. Masters, owners and marine facility operators are expected to review and prepare to implement their safety plans.

Phase 2: Extreme weather event warning – Preparedness

An extreme weather event warning will be issued when an extreme weather event or developing event is likely to affect the area **within 24 hours**. This phase is critical for masters and owners to complete all preparations in an orderly manner prior to the event occurring.

The extreme weather event warning will be communicated through an appropriate combination of VHF radio warning messages, Notices to Mariners and media releases.

Masters, owners, and marine facility operators are expected to implement their safety plans in a timely and orderly manner.

Vessels in ports, marinas and anchorages in the Pilotage Area will operate under the direction of the Regional Harbour Master (RHM). These directions may include closing the ports, specific directions to larger vessels and seek alternative safe shelter for smaller vessels.

Once the port has been declared closed by the RHM, NO movement of vessels in, out or within the port is permitted unless approved by the RHM.

Phase 3: Actual extreme weather event - Response

By this phase, all vessels are expected to have enacted their vessel safety plans noting that the port may be closed and/or vessel movements restricted depending on the threat to safety of vessel movements or the environment.

Mariners should note that it is likely to be too late to consider the safety of your vessel and that extreme weather conditions may limit the ability of emergency services to assist you should you run into difficulties. Your actions should be directed towards your own personal safety.

The extreme weather event will be communicated through an appropriate combination of VHF radio warning messages, Notices to Mariners and media releases.



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EXTREME WEATHER WARNING PHASES

Phase 4: After the extreme weather event has passed - Recovery

The Regional Harbour Master will assess residual risks and determine the actions needed to be addressed. Do not assume that as the extreme weather event has passed, it is now safe to move your vessel.

Vessels should stay in their place of shelter until they are advised by the (RHM) that it is safe for vessel movements to resume. The lifting of restrictions and resumption of vessel movements will be communicated through an appropriate combination of VHF radio messages, Notices to Mariners and media releases.

Owners and masters of vessels should be aware that aids to navigation may be affected by the extreme weather event and that undetected obstructions may be present in waterways. Owners and masters should reference Notices to Mariners for the latest updates. Furthermore, port infrastructure will need to be inspected to ensure that facilities are operational and fit for purpose.

EXTREME WEATHER EVENT PREPARATION

Preparation for Season

- ✓ Check your insurance policy and verify it is current and you have suitable cover.
- ✓ Ensure that your vessel is in a seaworthy condition.
- ✓ Mooring cleats and vessel cleats in good condition? (Including samson posts and other structural fixtures)
- ✓ Emergency kit prepared & Maintained (Extra lines, torch, tape, pump, buckets, and tools)
- ✓ Lines and fenders in good condition (Maintain a schedule to replace mooring lines in accordance with manufacturer's recommendations)
- ✓ Bilge pumps in good working condition and bilges free from oil and fuel
- ✓ VHF radio(s) working and clear communication on VHF Ch 16, 67 & 73 for Scarborough Marina
- ✓ All current and correct contact information on record with Scarborough Marina (Including a local contact to tend to your vessel in your absence)
- ✓ Alternative shelter arranged in the event of an evacuation (If you live aboard)



EXTREME WEATHER EVENT PREPARATION

Preparation for extreme weather event

REDUCE WIND LOADINGS:

- ✓ Headsails are dropped and stored / wrapped with sheets.
- ✓ Drop Lazy jacks and remove or lash sail to boom.
- ✓ All clears and shades removed and stowed.
- ✓ Bimini and dodger lashed / removed / dropped.
- ✓ Loose or unnecessary deck equipment secured or removed and packed away (including BBQs, cushions, furniture, life rings etc.)

TENDERS:

Ideally, tenders and outboards should be garaged or deflated and stowed out of the elements if possible.

If stored with the vessel:

- ✓ Outboard should be removed from tender and stowed.
- ✓ Tender should be securely lashed inverted on deck to prevent filling with water.
- ✓ If left on purpose-built davits, tenders should be cleaned out and securely lashed with bungs removed.

VESSEL MOORING:

- ✓ Spring vessel back from main walkway
- ✓ Add additional lines to vessel.
- ✓ Lines doubled to separate cleats – secondary line with a little bit of slack.
- ✓ Add additional fenders to vessel to minimise damage to vessels and infrastructure

THE VESSEL - GENERAL

- ✓ Gas bottles off / disconnected and stored in ventilated area.
- ✓ External doors and hatches sealed with tape to prevent water ingress.
- ✓ All seacocks closed, scuppers and drains cleared and unblocked.
- ✓ Bilge pumps on auto and operational and bilge clear of oil and fuel
- ✓ All perishable goods removed from fridges and freezers.
- ✓ Shore power and hoses disconnected and securely stored inside the vessel.
- ✓ Photographs taken of vessel secured and prepared for event – this will be advantageous when dealing with insurance companies should your vessel sustain damage



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COMMUNICATION

The successful implementation of this plan relies on high quality communication of information and directions.

The Vessel Traffic Services Centre will implement the extreme weather event contingency plan on behalf of the Regional Harbour Master by acting as the central communications point for the duration and aftermath of the extreme weather event. The Vessel Traffic Services Centre call sign is **'Brisbane VTS'**.

VHF channels **12**, **13** and **16** will be continuously monitored before and during the extreme weather event. Extreme weather watches, warnings and any directions will be announced on these channels. If the plan requires for the Regional Harbour Master to give directions in relation to the operation and movement of vessels within their jurisdiction (such as port evacuation, closure and/or the movement of vessels to safer moorings), these actions will be coordinated by the VTS Centre. In such instances, all vessels must contact the VTS Centre before moving to their area of shelter, either by telephoning 3305 1700 calling on VHF channel 12 or VHF channel 16.

KEY CONTACTS

NAME	CONTACT
Regional Harbour Master (RHM)	3632 7500
Brisbane – "BRISBANE VTS"	3305 1700
Scarborough Marina Office	388 00 300
Marina Manager	0488 663 790

KEY WEBSITES

Detailed weather updates: www.bom.gov.au

MSQ Website: www.msq.qld.gov.au/Safety/Preparing-for-severe-weather

Get Ready QLD <https://www.getready.qld.gov.au/>

Club Marine: www.clubmarine.com.au/exploreboating/articles/0-0-Severe-Weather-Event-Preparation



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EXTREME WEATHER EVENT PREPARATION GUIDELINES

ENSURE THAT YOUR VESSEL IS IN A SEAWORTHY CONDITION

Maintain your vessel to ensure that deferred maintenance does not compromise the seaworthiness of your vessel at critical times. Any damaged or unsecured parts of your vessel that may impact how the vessel holds up during extreme weather should be repaired as a matter of priority.

Check that all bilge pumps are operational and that all self-draining openings are clear and will remain so. Make sure all safety equipment is available, in working order and within compliance where applicable. Check all cleats and associated fittings for integrity. Generally, mooring lines are stronger than these. Securely stow all loose items. Secure all hatches and vents and ensure that the batteries are charged.

ENSURE YOUR MOORING ARRANGEMENTS ARE SUITABLE FOR THE JOB AT HAND

Check all mooring lines for chafing and deterioration and replace if necessary. Man-made synthetic fibres such as polyethylene, polypropylene and polyester deteriorate in the sunlight and may show little signs of deterioration prior to failure. You should have a schedule worked out to replace mooring lines in accordance with manufacturer's recommendations. Allow for a sufficient number of mooring lines so that you can double up your mooring arrangements. Have sufficient fenders for the anticipated mooring arrangements.

MOORING CONSIDERATIONS

Double up mooring lines, by running duplicated ropes to alternative cleats. Do not run duplicates to the same cleats – a single cleat failure should not release the craft from a safe mooring arrangement. The duplicate lines should be in good condition and run slightly slack to ensure that they are only required to work in the event of the failure of the primary mooring lines. Vessels should not be secured to piles as this prevents pontoons moving with tidal and surge movements. Take particular care to protect against chafing. Ensure lines are made fast to substantial boat parts, for example mast steps, winches and so on, bearing in mind cleats are known to have been torn out of decks. Do not use chain to secure your boat to pontoon bollards. Chains have no ability to stretch, where ropes have a certain amount of give.

REDUCE WIND LOADINGS

Remove all deck gear including lifebuoys, dodgers, Bimini covers, clears and so on and store below. Remove sails, self-furling sails and covers. If this is not possible, double wrap or tie these components in such a way that the wind cannot tease any ends out and allow flapping of gear to commence.

SECURE YOUR TENDER

Ideally, tenders should be garaged or deflated and stowed out of the elements if possible. If stored with the vessel, tenders should be securely lashed inverted on deck to prevent filling with water. If left on purpose-built davits, tenders should be cleaned out and securely lashed and bungs removed.

REVIEW INSURANCE POLICY

Check your insurance policy and verify you have the correct cover pertaining to extreme weather and that your cover is current. Verify that your contact information on file with the marina is correct, including details for a local contact that can tend to your vessel if you will not be present for the event.