



INCIDENT REPORTING / EMERGENCY

In the event of a reportable incident please email or call the contacts listed below. In the event of an emergency please call 000. All marina members are encouraged to contact the below via email for non urgent situations. If it is urgent please call immediately.

NAME	CONTACT	EMAIL	ROLE
David Morgan	0400205600	Boating@lmyc.com.au	Marina manager
Mark Norden	0400120088	gm@lmyc.com.au	CEO
Emergency	000		Emergency services

MARINA POLICY/RULES

All Boat Owners are to read the Marina Rules carefully, as by signing a Berthing or Mooring or a Casual Marina Use agreement, you are acknowledging the Marina Rules and are obliged to abide by them at all times.

Manoeuvring of Vessels

1. A speed limit of a maximum 4 knots (no wash) is to be observed within, departing from, or when approaching the entrance to the Marina area. This includes the extended mooring areas to the north and south of LMYC

Berths & Vessels

2. Measurement of your vessel for the purposes of berth allocation and fees is length overall or LOA (refer to Appendix 1), being the length between the outermost extremities of the vessel, including anchor, bow, motor and tender.
3. Only vessels in seaworthy condition and under their own power will be admitted to the Marina. Vessels moored in the Marina must be registered, identified, marked, equipped and maintained as required by the relevant authorities and safe practice with particular attention to adequate firefighting equipment.
4. On a vessel entering or coming alongside the Marina shall be immediately subject to the direction of LMYC staff and shall be berthed where indicated and manoeuvred as directed.
5. Vessels within the marina will be kept in a berth of suitable size to ensure the vessel is adequately contained within the berth to avoid the risk of collision by other vessels manoeuvring.
6. New boats entering the marina from 01/10/2020 will be placed in the pen with permanent ropes being supplied by LMYC preferred contractor. The cost will be _____ and can be paid upfront or spread over the first 3 quarters.
7. Mooring lines must be maintained by the boat owner and be adequate for the vessel's size

and displacement. If in the opinion of the Marina Manager the mooring lines are inadequate or additional lines are required, the berth occupier must comply with that direction at their own expense.

8. No part of a vessel may overhang a walkway, including anchors, bows, davits etc. Piers and walkways must always be kept clear of gear, including dinghies and trolleys without the express permission of LMYC management.
9. Vessel owners and operators must remove all waste and rubbish generated on the vessel or brought onto the Marina, from the Marina to the garbage facilities on shore.
10. Permanent marina occupants, boat owners on the LMYC boat register and paying visitors are permitted to wash their vessel, within reasonable bounds and cognisant of any promulgated water restrictions. This should be not more than once per week and for a maximum of 15 minutes. Only hoses with a trigger nozzle attached may be used for this purpose. ***Casual visitors of the marina are not permitted to use water or electricity***, without express permission of LMYC staff. Use of detergents is strongly discouraged as detergent can be detrimental to marine life.

11. It is the responsibility of owners and operators to keep their boat in good condition and not permit their vessel to become unsightly or dilapidated in appearance which may reflect unfavourably on the presentation and reputation of the LMYC.
12. All equipment pertaining to each vessel is to be kept on board. The marina fingers and walkways are always to be kept free of equipment, including hoses, bicycles, dinghies etc. No watercraft or other items are to be kept in the water near vessels or marina structures. All hazardous materials stored on boat must be stored safely and maintained to the relevant standard.

Visiting Vessels

13. For visiting boats, the period of Berthing is from 12 noon to 11.30am on the day of departure.
14. Refer to Annex 3 to permitted mooring areas. Boats on the Yacht register are permitted one night a week free of charge as long as it is pre-booked. The week will run Monday to Sunday. You are not permitted 2 nights in a row.
15. The area near the Etchells crane, the work berth and adjacent to the mast crane are not available without prior booking by calling 0400 205 600
16. All skippers are to register their vessel with the Marina Supervisor or LMYC Reception, supplying a contact name and number for emergencies.
17. No part of a vessel may overhang a walkway, including anchors, bows, davits etc. Piers and walkways must always be kept clear of gear, including dinghies.
18. Paying visitors are permitted to wash their vessel, within reasonable bounds (given water restrictions, this should be not more than once per week and for a maximum of 15 minutes. Hoses must have a trigger nozzle attached). Casual visitors of the marina **are not permitted to use water or electricity**, without express permission of LMYC staff. Use of detergents is strongly discouraged as detergent can be detrimental to marine life.
19. All equipment pertaining to each vessel is to be kept on board. The marina fingers and walkways are to be kept free of equipment at all times, including hoses, bicycles, dinghies etc. Dinghies, jet-skis or other water craft associated with a visiting vessel, must be kept clear of the jetties and not obstruct other vessels from berthing.
20. Vessels berthed alongside the Marina shall be considered visiting and at no charge if, the Skipper and crew are utilising the club facilities, but for no more than one four-hour period.
21. No vessels shall be left unattended for a period in excess of four hours on the outside wall of the marina.
22. All boats that meet the following criteria are entitled to 1 night per week on the marina free of charge. To qualify a boat must be on the yacht register or supplementary register and must have pre-registered with either Pat or Administration prior to arrival and the owner must be a full Sailing Member. This rule replaces any and all previous rules relating to this.

Amenities

23. Toilet and shower facilities are for the use and enjoyment of all members and guests. Should any person be found damaging these or any other LMYC facilities they will be requested to leave the Marina Precinct immediately and the matter will be referred to the police.
24. All customers and their guests park in the LMYC car park at their own risk. No unregistered vehicles, commercial vehicles or trailers are permitted in the LMYC car park.
25. Boat owners leaving unattended vehicles for more than 24 hours are to inform LMYC of the car details, along with a contact telephone number. No cars are permitted to be left for

more than 7 days.

26. LMYC Boat ramp, cranes and infrastructure is for the sole use of LMYC full sailing members. Social membership does not entitle use of any sailing or boating facilities.

Conduct

27. Whilst in the Marina no person shall live on board the craft for more than the period allowed by statutory and Local Government Authorities unless previous authorisation is granted by the CEO.
28. Children must be directly supervised at all times while on the Marina or within the Marina Precinct.
29. Vessel owners or operators must not cause noise in and about the Marina, which could cause concern or disturbance to others. Reasonable conduct is expected within the Marina Precinct by both members and visitors.
30. Pets are only permitted on the Marina on a controlled leash. Pets must not foul any part of the LMYC Marina Precinct.
31. Toilets, oil, chemicals, spirits, inflammables and oily bilges may not be discharged while in the Marina. Pump out facilities are available at the LMYC pump out on Jetty G. All leakages and spills must be reported to the duty Marina Supervisor immediately. There are severe penalties for pollution of waterways.
32. No Craft will be fitted with 'For Sale' signs without the prior written agreement of LMYC.
33. A speed limit of a maximum of 4 knots is to be observed within, departing from, or when approaching the entrance to the Marina confines and the adjacent mooring fields.
34. No owner or operator may carry on any commercial enterprise within or from the Marina without the prior written agreement of LMYC CEO.
35. LMYC has full power to affect repairs to berths and the Marina and to move craft for such purposes. No craft may enter or leave the Marina under sail unless in an emergency.
36. Vessels in the Marina may only be manoeuvred in or about the Marina confines by its owner, an experienced Operator or Yacht Broker.
37. Vessel owners or operators must not fish from the Marina or foul any part of the LMYC Marina Precinct with fish waste or fishing paraphernalia.

Insurances

38. Vessels in the Marina must have comprehensive insurance and be insured against fire, theft, damage and for public liability with an insurer of acceptable standing to LMYC. Owners and operators on entering the Marina must deliver the details of such insurance and evidence of its currency to LMYC. Owners and operators must not do or omit to do anything which might invalidate or prejudice any entitlement of LMYC for the recovery of damages or the cost of repairs to its own premises as a result of the occurrence of an insurable event on a vessel.

Power

39. Power is available to each berth. All vessel to power pole leads must be:
 - a. in good working order and regularly checked for polarity; and
 - b. tested by a qualified person and appropriately tagged. LMYC's Marina Supervisor can arrange this for a small fee.

Fuel

40. The use of jerry cans to top up fuel in boats is allowed under strict conditions within the Marina Precinct. A spill kit must be present when filling a boat using Jerry cans. Users of the Marina who ignore this requirement will be asked to vacate the Marina immediately.
41. Fuel for outboards is to be kept in appropriate containers and every care must be taken to avoid fuel spillages.

Fire Fighting Equipment

42. Firefighting equipment shall not be used for any purpose other than firefighting.

Maintenance/Contractors

43. LMYC does not have a dedicated maintenance area within the marina. All major repairs should be undertaken at other locations. Minor repairs, internal painting, mechanical adjustments and electrical work will be permitted in the Marina provided no nuisance or interference is caused by such work to others and that the work is considered safe under Australian Work Health and Safety practices.
44. Under no circumstances is any painting or repairs which may result in the use of paint, solvents, thinners, oils, flammable materials or chemicals which could potentially pollute the lake be undertaken.
45. ***The use of any electric grinder or welding equipment or powered cutting tool is expressly forbidden.*** Any member or contractor found to be in breach of this will have to show cause as to why they should enjoy continued access to the facility. Any maintenance activity that may adversely impact the environment is strictly forbidden.
46. All Subcontractors wishing to do minor work on vessels within the LMYC marina must register at the LMYC Administration Office and may be asked to produce Public Liability Insurance, Ship Repairers Insurance and Workers Compensation Insurance (unless Sole Trader).
47. All contactors must sign in at club reception before accessing the marina. Access can be gained prior to this via email to boating@lmyc.com.au and then sign in during reception hours. Marina Staff must ensure that contactors have insurance, certificates and confirm that the work to be carried out complies with the marina policies.
48. Contractors must provide:
- a. Public Liability insurance
 - b. OH&S Certificates
 - c. Water Usage Permits
 - d. JSEA (Job Safety Environmental Analysis)

Risk Warning

49. Owners and operators, their employees, contractors and guests enter the Marina and use the facilities of LMYC at their own risk and indemnify LMYC, its employees and persons under its control from any claim arising from any accident or injury occurring or injury as might be caused or contributed to by LMYC and, in the case of contribution, to the extent of the contribution.

These documents are listed to provide more details where the Club rules require enlarging or refined definition.

1. AUTHORITIES

- a. Australian Communications & Media Authority (Licensing of Marine Radios)
- b. Australian Maritime Safety Authority
- c. Australian Sailing
- d. Department of Fisheries
- e. Department of Transport (Marine Division) ▪ National Maritime Safety Committee
- f. Yachting Western Australia (YWA)

2. AUSTRALIA STANDARDS (AS)

- a. AS 1512: Life Jackets
- b. AS 2906: Fuel Containers
- c. AS 1799: Small Pleasure Boats Code, Section 8 Low Voltage (less than 50VAC) and section 9 Fuel Tanks and Fuel Systems.
- e. AS 1841.1: Fire Extinguishers, Section 5 Dry Chemical Type, Section 6 CO2 Type
- f. AS 2444: for Portable Fire Extinguishers
- g. AS 1851: Testing of Fire Extinguishers Section 1
- h. AS 2117 Fuel Fittings
- i. AS 3000 & AS 3004: 2, Code for Electrical Installation of Boats and Boating Marinas.
- j. AS 5601.1: & AS5601.2: Gas Installations

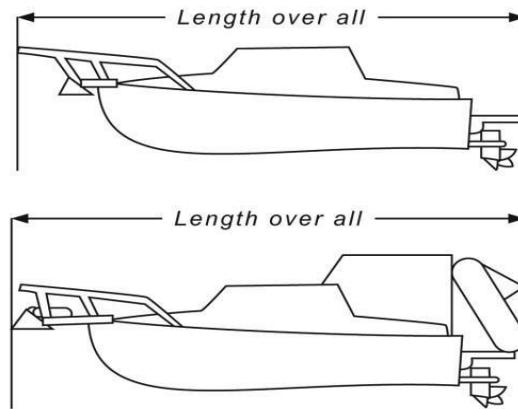
3. GOVERNMENT ACTS & STATUTES

- a. Gas Standards Act 1972
- b. Gas Standards Regulations 1999 (Gas Fitting and Consumers Gas Installations) ▪ Gas Standards Regulations (Gas Supply and System Safety) 2000
- c. Marine & Harbours Act 1981
- e. Marine & Harbours Regulations 1985 (Fuelling)
- f. Marine & Harbours Regulations 1998 (Departmental Areas)
- g. Marine Navigational Aids Act 1973
- h. Marine Navigational Aids Regulations 1985
- i. Navigable Waters Regulations 1958

4. PUBLICATIONS, LEAFLETS, RULES ETC.

- a. The Constitution of the Lake Macquarie Yacht Club
- b. Using Gas Safely in Marine Craft (Energy Safety – Department of Commerce)
- c. Yacht Racing, including the prescriptions and safety regulations of Yachting Australia.

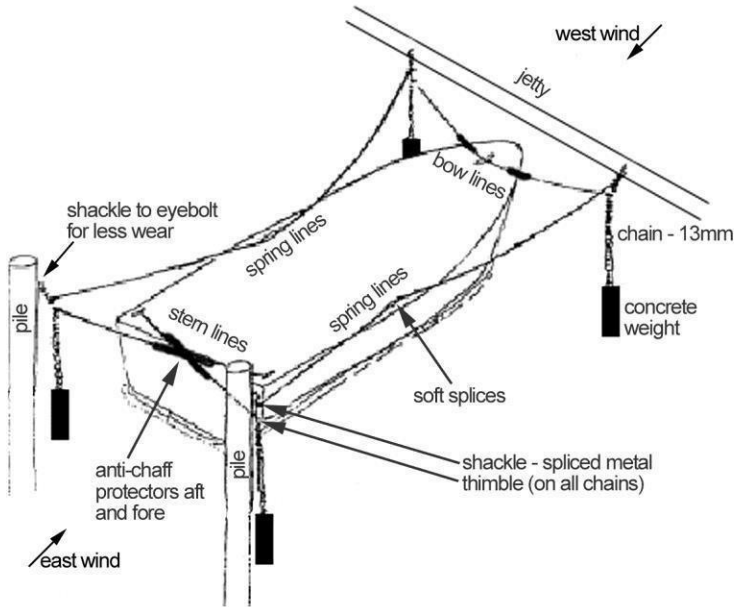
Appendix 1

HOW TO MEASURE YOUR BOAT

Measure to outer most extremities, including anchor, bow, motor, tender etc.
When measuring, state on form if anchor and/or dinghy are fitted.

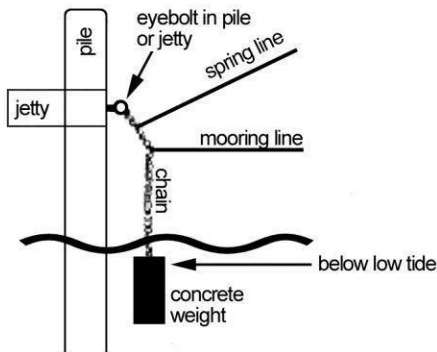
Appendix 2

Diagrams showing the approved method of securing a vessel in a pen and detailing the mooring and spring rope connections to the weighted chain arrangement:

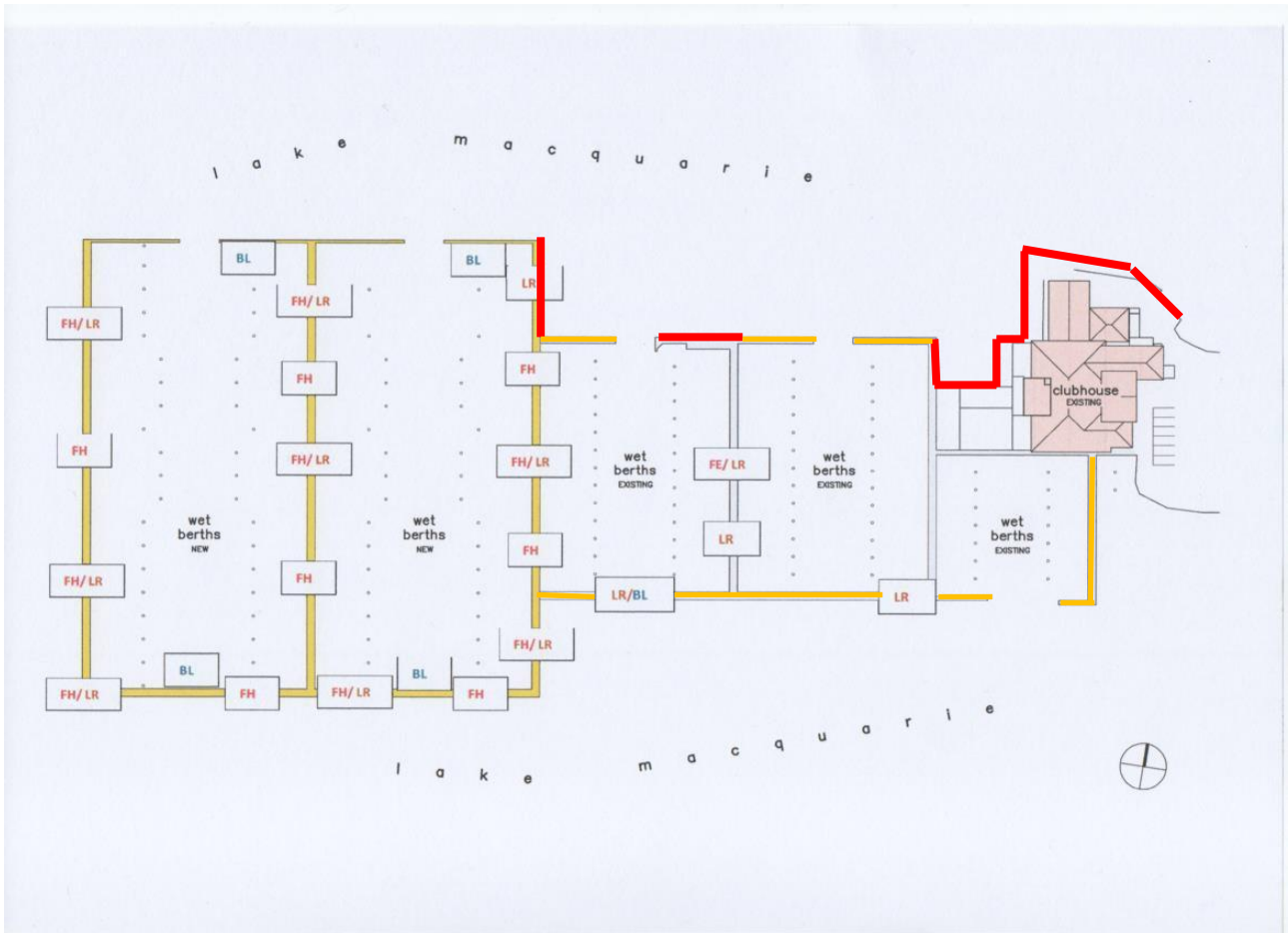


No ropes to be attached to eye bolts, except running ropes is permitted.

Remember: Fine tune your craft for low and high tide so fore and aft movement is to a minimum.



Annex 3 – Permitted Berthing Areas Around LMYC Marina



- Permitted berthing on outside of marina
- Bookings Only Area