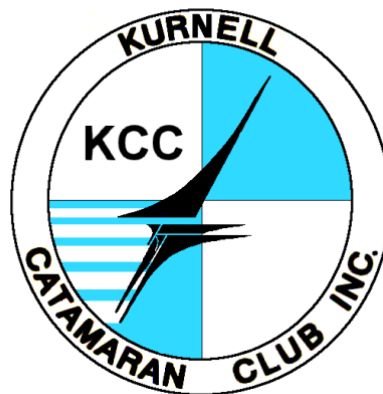


Kurnell Catamaran Club Incorporated

Operational Plan



Version: 14.0

Date Issued: 19th September 2020

Document Owner: KCC Race Secretary and/or Treasurer on behalf of KCC Inc. Executive Committee

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1 Preface

This document details safety guidelines, support craft, qualified personnel and communications under which Kurnell Catamaran Club Incorporated operates as part of the Club's NSW Aquatic Licence. This version supersedes all previous versions.

2 Type of Activity

Sail Boat Racing and associated activities on dates as laid down in the KCC Race Calendar and Sailing Instructions (Refer to the KCC website for a copy of the current race calendar and sailing instructions)

3 Physical Address

Corner Prince Charles Parade & Ward Street,
Kurnell, Sydney. NSW. Australia. 2231

ABN: 96 662 340 793

4 Postal Address

PO Box 255 Caringbah NSW Australia 1495

5 Phone Contact

+61 2 9668-9295 on sailing, function and regatta dates.

Refer to the KCC Race Calendar on the KCC website for details.

6 Website

<http://www.kcc.asn.au>

7 E-mail

Commodore/President	president@kcc.asn.au
Vice President	vp@kcc.asn.au
Secretary	secretary@kcc.asn.au
Race Secretary	raceseecretary@kcc.asn.au
Treasurer	treas@kcc.asn.au
Junior President	junior@kcc.asn.au
Publicity Officer	pub@kcc.asn.au
Webmaster	webmaster@kcc.asn.au

8 Organisational Chart

Refer to the KCC website www.kcc.asn.au.
The Committee is listed on the *Committee* page of the website.

9 Area Sailed

Botany Bay, NSW, Australia.

Refer Appendix A

10 Insurance

Each participating boat shall be insured. The minimum requirement is third-party personal insurance and third party property insurance that is valid for racing. Liability cover shall be for at least \$5,000,000 AUD (Five million Australian Dollars). Entering the boat on the sign-on sheet indicates that the Skipper has acknowledged that the boat is insured as per this requirement

KCC Inc as per legislative requirements also holds public liability insurance.

11 Race Committee Vessel and Official Boats

KCC1 - Webster's 5.2 metre aluminium boat with 90hp outboard, fitted with all standard NSW Waterways required safety equipment as well as 27MHz Marine radio and VHF radio, towing ropes and sailing flags/hooter. Call sign is "Kurnell 1".

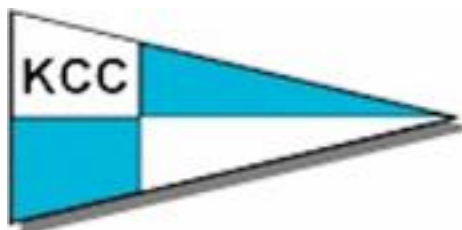
KCC2¹ - Rubber Ducky with outboard and depending upon event handheld VHF radio. Call sign is "Kurnell 2".

KCC3 – Rubber Ducky with outboard and depending upon event handheld VHF radio. Call sign is "Kurnell 3".

Other boats are also utilised during special events.

The Clubhouse uses a Call sign of "Kurnell Club"

Official boats (also called Support Boats and Race Committee Vessel in this document) will be marked with "Kurnell Catamaran Club", "KCC" or the club burgee (shown below)



12 Safety Guidelines

12.1 Sailing Instructions (extracts)

KCC has Sailing Instructions relevant to all events, the latest version of which can be obtained from the KCC Race Secretary or the KCC website.

Safety guidelines extracted from these include: -

- All races, series and regattas will be governed by the rules as defined in the Racing Rules of Sailing(RRS), the regulations of Yachting Australia, and the appropriate class rules and restrictions, all as modified by the Sailing Instructions (SI) their appendices and attachments.

¹ KCC2 and KCC3 are usually only launched in emergency or when more than 30 boats are on the water and/or to support Junior monohull sailing.

- The Race Committee consists of the Race Secretary and Assistant Race Secretary backed by the Executive Committee of the KCC.
- The Race Officials on a sailing day consist of the Race Secretary, Assistant Race Secretary, Officer of the Day, Timekeeper, Race Committee Vessel Boat Captain and other Official Boat Captain(s).
- For the Cruising Division, the Cruising Division Representative from the KCC General Committee also forms part of the Race Committee and Race Officials.

Sign-On

For each race or session (where a session is multiple races back to back) a crew member from each boat intending to race, shall personally sign-on prior to the race by signing the race sign-on sheet in the clubhouse.

Persons signing on must be at least 18 years of age or if no-one on the boat is 18 years of age, they must have a parent or guardian sign-on.

For the Cruising Division: It should be noted that communications via 27 MHz Channel 94 or VHF Channel 73 radio may also be used. When they are, the message shall be broadcast and acknowledgement sought to confirm receipt from each boat.

Personal flotation devices:

All competitors shall wear whilst racing, personal flotation devices which are in good condition and in accordance with the specifications issued or approved by a National authority affiliated to the International Sailing Federation, or a standards organization, or certification authority, recognized for the purpose by its respective government. Race Signal "Y" shall not be flown and no sound signal made, but is assumed to be in effect at all times when on the water. (This does not apply for the Cruising Division but is recommended)

All competing boats are required to be fitted with righting ropes. It is recommended that boats have towing rings, bridles and that the phone number of KCC is written on the boat. (This does not apply for the Cruising Division)

All boats must conform to the YACHTING AUSTRALIA SPECIAL REGULATIONS PART 2 FOR OFF THE BEACH BOATS. (This does not apply for the Cruising Division)

12.2 Additional Safety Guidelines

Additionally the standard instructions under which Club Members, Race Committee Vessel Captain, Officer of the Day, Race Secretary and other officials are to conduct the Club's race days are:-

Decision to Race

On each race day prior to completion of the briefing, the responsible Race Official(s), as per the Sailing Instructions, shall determine whether to race, based upon current and predicted weather conditions.

If racing is approved, the responsibility for its continuance shall lie with the Race Committee Vessel Captain from the completion of the Race Briefing, until the race completion, unless racing is being actively monitored ashore by the Race Secretary or assistant Race Secretary. In this event, the Race Secretary or Assistant race Secretary bears primary responsibility for continuance or otherwise of racing. He or she should liaise with and consider advice from the Race Committee Vessel Captain in this respect.

The Officer of the Day at KCC does not sail because of duties ashore. He or she may be called upon to assist the Support Boat via the radio in locating boats and if necessary, call the Coast Guard or Police for assistance.

Abandonment

In the event of abandonment on the water a foul weather system of informing competitors shall be used as follows:

- The Support Boat shall raise the Code Flags 'N' over 'H' (Abandonment Signal) with three (3) sound signals.

- Circle the fleet and advise as many boats as possible, if not involved in rendering assistance to boats or sailors.
- The siren at the Club shall be sounded three (3) times on advice from the Race Committee Vessel Captain and/or, as above, the Race Secretary, and the abandonment signal (refer above) displayed if available.

Along with the above signals KCC may, at its discretion, elect to illuminate the large floodlight(s) and keep them ON until all competitors have returned to the beach safely. When the floodlights on the Clubhouse are turned on, it signifies **“race abandoned”** and all boats are to return to the beach. The floodlight signals are discretionary by Race Officials and are in addition to and do not detract from any normal race abandonment signals.

Wind Limit

All racing must cease (if on the water) or alternatively the start delayed (if ashore) when the average “official” (refer below) wind strength is determined as exceeding 22.5 knots. The responsible Race Official must also consider the strength and/or frequency of wind gusts above this figure and the prevailing direction of the wind in reaching a decision to cease racing, abandon a race or delay a race.

Bureau of Meteorology “official” wind strengths are measured 9 metres above sea level and “on the water” recordings by hand held gauges (approx 2 metres above sea level) must be increased by approximately 16%, as calculated by the following formula. However, for ease of calculation purposes, “on the water” recordings can be increased by 1/6th to determine the “official” wind strength. Therefore, an 18 knot reading at 2 metres above sea level corresponds to an “official” (9 metres above sea level) reading of 21 knots. Similarly, 20 knots would correspond to over 23 knots, above KCC’s operational wind limit for racing.

$$V_2 = V_1 * (H_2/H_1)^n$$

Where ‘n’ = 0.10 (ocean/water) - http://www.aerostarwind.com/adjusting_wind_speeds.html

Prior to the conclusion of the Race Briefing, or 20 minutes before the scheduled Division 1 start time, whichever is the later, the responsible Race Official is the Race Secretary or in his/her absence the Assistant Race Secretary. If neither is present, by unanimous decision of the “Officer of the Day” in consultation with the most senior member of the KCC Executive present. Racing is not permitted (independent of any weather considerations) unless at least one member of the KCC Executive is present, who may elect to race.

At all other times, the responsible Race Official is the Boat Captain of the Race Committee Vessel, unless the Race Secretary or Assistant Race Secretary is actively monitoring racing ashore. Notwithstanding the above, all entrants are reminded of RRS rule 4 (Decision to Race). However, regarding the decision to abandon a race or not, the responsible Race Official(s) must consider the safety of all entrants as an absolute priority.

12.3 Lightning Policy

It is impossible to lay down hard and fast rules as to the movement of lightning in and around Botany Bay. The following guidelines are intended to assist Race Officials and Support Boat personnel in carrying out their duties.

- All Race Officials and Support Boat personnel should keep constant watch for lightning in and around the race area and be aware of Bureau of Meteorology forecasts in this respect. All personnel should be aware that storm cells could travel very quickly towards the race area with potentially fatal results.
- If either the Race Committee Vessel Captain and/or the Race Secretary/Assistant Race Secretary (whilst actively monitoring racing ashore) form the opinion that there is a danger to race competitors, then the race must be abandoned.

Notwithstanding the above, all entrants are reminded of RRS rule 4 (Decision to Race). However, regarding the decision to abandon a race or not, the responsible Race Official(s) must consider the safety of all entrants as an absolute priority.

13 Qualified Personnel

All Race Committee Vessel Captains are required to hold NSW Boat Licenses

KCC1 is always manned with a minimum of 2 people on board during racing.

Kurnell Catamaran Club Clubhouse has an observer (either Officer of the Day, Timekeeper or their delegate) manning the 27Mhz and VHF radio from 10 minutes prior to the first race commencement until the time of the final competing sailor returning to shore. This person must be at least 18 years of age.

14 Communications

KCC has a VHF Marine Radio in the KCC Clubhouse and on KCC1. It also has a handheld VHF Marine radio on KCC2 and KCC3. This is the preferred radio.

The KCC Clubhouse also has a 27MHz UHF radio but this is often not manned.

Radio Call signs: -

Kurnell Club	(The KCC Clubhouse Radio)
Kurnell 1	(KCC1 - our main Race Committee Support Vessel)
Kurnell 2	(KCC2 – 2 nd auxiliary Race Committee Support Vessel (only launched when required))
Kurnell 3	(KCC3 – 3 rd auxiliary Race Committee Support Vessel (only launched when required))

KCC uses VHF Channel 77 as its preferred band.

Other VHF channels are: -

- Channel 16 – for distress and calling. Always change to another channel after calling
- Channel 67 – supplementary distress and calling channel. Also used for safety broadcasts
- Channel 73 – mostly used for vessels talking to a Marine Rescue NSW shore station
- Channel 72 and 77 – for ship-to-ship working. Use this to pass messages between vessels
- Channel 21, 22, 80, 81 & 82 – repeaters. Used for passing information about vessel movements and the safety of vessels and persons. Keep messages as brief as possible (no more than one minute in total) and DO NOT use these channels for chatter. Not all channels are available in a given area. Ask your local Marine Rescue NSW Unit for more information.

Marine Radio Bands in Australia can be found here: -

<https://www.rms.nsw.gov.au/maritime/using-waterways/navigation-communication/radio-network-services.html>

KCC Clubhouse Telephone: 02-9668 9295.

For other contact details refer to the *Contact Us* page of the KCC website (www.kcc.asn.au)

14.1 Local Emergency Contacts: -

Refer to Appendix B - KCC's Risk Management Plan

15 Disclaimer of Liability

Competitors and officials and other KCC members participating in events covered by these sailing instructions or as a consequence of these instructions do so at entirely their own risk. See RRS rule 4, Decision to Race. The organizing authority and KCC will not accept any liability for material damage or personal injury or death sustained in conjunction with or prior to, during, or after the events. Also refer to the *Disclaimer* page on the KCC website (www.kcc.asn.au) .

16 Other Important Documents

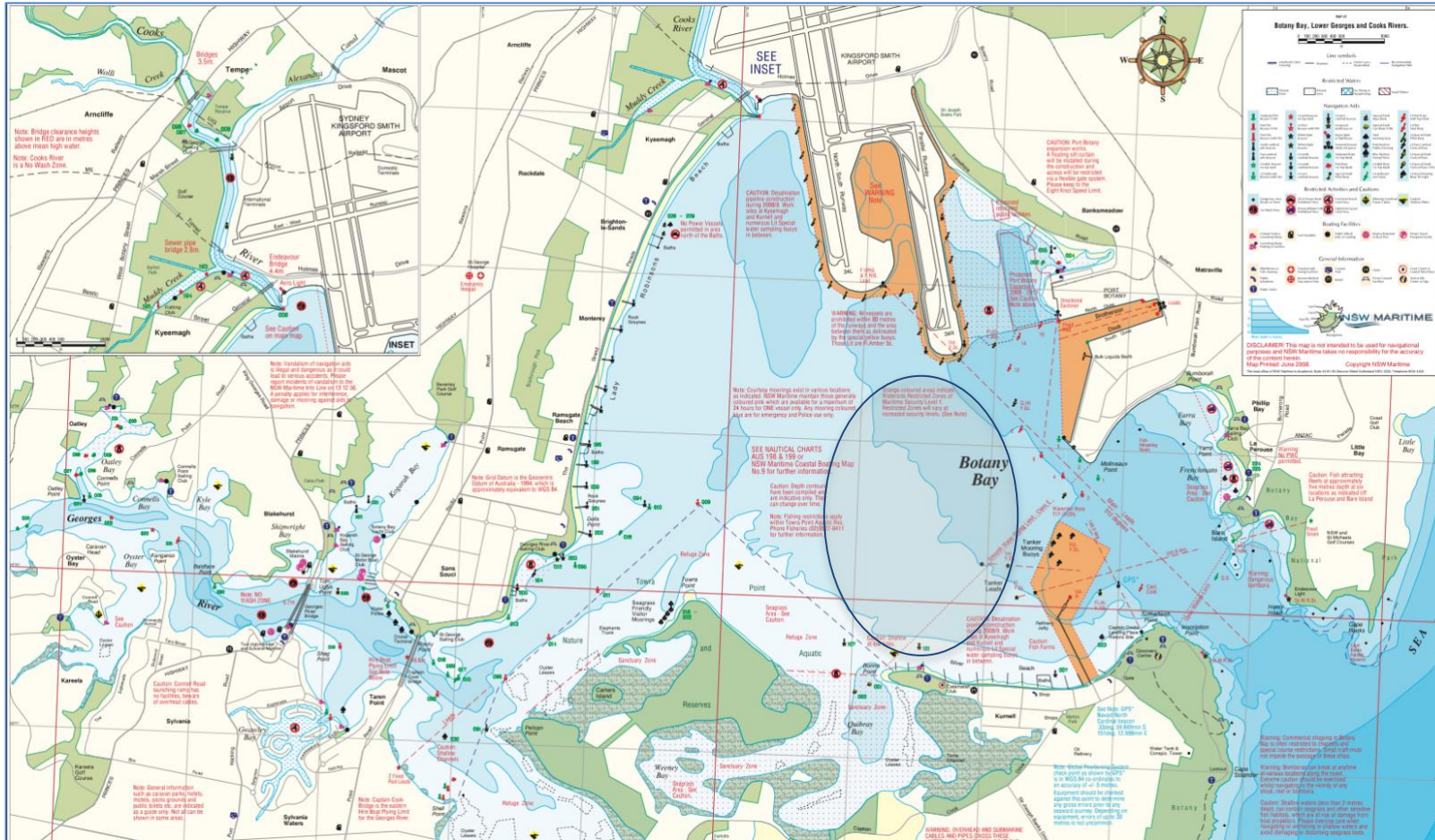
The following other important documents should be read in conjunction with this Operational Plan and can be found on the KCC website (www.kcc.asn.au) on the *Committee, Membership, Race Calendar, Juniors, Sailing Instructions, Duty Roster and Notices of Race* pages often under the *Additional Resources*.

- KCC Safety Management System;
- KCC Constitution;
- KCC Committee Member's Duties;
- KCC Boat Yard Policy;
- KCC Code of Conduct;
- KCC Race Calendar;
- KCC Juniors Race Calendar;
- Sailing Instructions for the current event;
- KCC Duty Roster & KCC Duty Description; and
- Notice of Race for the current event.

The latest version of this document can be found on the *Committee* page of the website.

17 Appendix A (Map of Area Sailed)

KCC sails on normal race days within the closed waters of Botany Bay, NSW Australia generally within the area indicated on the map by the oval, except during regattas or when the cruising division (large multihulls) are sailing, when it can be the entire bay.



18 Appendix B - KCC Risk Management Plan

KCC Address to provide to Emergency Services is:- Kurnell Catamaran Club, Corner Prince Charles Parade and Ward Street, Kurnell. NSW Phone: 02-9668 9295.		
Major Emergency Contact Numbers		Auxiliary Contact Numbers
Police / Fire / Ambulance.....	000	KCC VHF ² Channel 77 Marine Radio Call Signs
Police / Fire / Ambulance on Mobile Phone.....	112	KCC 27 MHz Radio Channel 94 Call Signs.....
Local Ambulance.....	9320 7790	Sutherland Hospital Casualty.....
Water Police.....	9588 0462	Cronulla Police.....
Marine Rescue Botany Port Hacking – Solander Radio Base 24/7 ...	8071 4838	Fire Brigade Cronulla.....
Or call Marine Rescue Solander on marine radio VHF Channel 16 or 27MHz Channel 88		Caltex Guard House.....
Kurnell Bush Fire Brigade.....	9520 6022	Sydney Ports Corporation (Port Botany).....
Roads and Maritime Services.....	95278411	Botany Bay National Park.....
Sydney Maritime Office(Waterways).....	9545 4422	Federal Bomb Data Centre.....
Water Police: Operation Neptune is a 24hr toll free number. Marine crime and information can be reported (anonymously if requested) Phone: 1800 658 784		Sydney Airport Rescue.....
		Sydney Electricity.....
		Sydney Water.....
		Weather.....
		Sydney Airport Weather.....
The KCC Commodore, KCC Secretary and KCC Treasurer have access to Member’s Emergency Contact details via the KCC Membership Register (i.e. current Membership Forms).		
Injury	Missing Boat or Sailor	Fire, Bushfire, Evacuation or Other Emergency
The Good Samaritan Act provides cover for any member of the public to provide first aid assistance to an injured person. First Aid Kit is located just outside the KCC Canteen.	a) Officer of the Day to check Sign-On Sheet and determine number of boats.	Evacuation Procedures: -
a) On the Water: - Each case must be judged on its merits, but the first issue is getting the injured person back to the beach. This may involve using the KCC1/2/3 Support boat(s) or soliciting the Volunteer Marine Rescue Vessel, Sydney Maritime or Water Police. If the injury is serious, an ambulance should be notified and ideally be in attendance when the injured reaches the beach.	b) If any doubt, organise local search enlisting KCC Support Boats and KCC members. If other sailing Clubs are on the water such as Yarra Bay contact for assistance if the boat/sailor is not located within a few minutes.	a) All club exits are to remain clear at all times. If first aid fire fighting is unsuccessful, the building is to be evacuated and all persons to be accounted for by Committee and Duty persons.
b) On Club Premises or Beach: - First aid assistance to be provided and medical assistance sought. If the injury is serious, an ambulance should be called.	c) Contact Water Police and Marine Rescue NSW if not located quickly.	b) All persons to muster 200 metres to the east of KCC on the beach side of Prince Charles Parade.
c) Officer of the Day to contact KCC Executive Committee Member to determine family contact details from KCC Member Register. Notify family of situation if ambulance called.	d) Officer of the Day to contact KCC Executive Committee Member to determine family contact details from KCC Member Register. Notify family of situation.	c) If fire - The fire brigade to be notified ASAP. If bushfire, Kurnell Bush Fire Brigade can also be notified.
d) The Officer of the Day or Executive Committee Member should document the event including all injuries with date/time, names, addresses and circumstances and file with KCC Secretary at earliest opportunity.	e) The Officer of the Day or Executive Committee Member should document the event including date/time, names, addresses and circumstances and file with KCC Secretary at earliest opportunity.	a. Fire fighting appliances at KCC are as follows: <ul style="list-style-type: none"> i. Fire extinguishers (Canteen, Boat Garage, Saloon area) ii. Fire blanket (Canteen) iii. Hoses (Two in Boat Garage, Ladies & Men’s Change Rooms)
		d) For all other emergencies contact the appropriate emergency service and notify a KCC Executive Committee Member.
		e) The Officer of the Day or Executive Committee Member should document the event including date/time, names, addresses and circumstances and file with KCC Secretary at earliest opportunity.

² VHF radio is preferred over UHF as the support vessels do not carry UHF.

End of Document