



1st Avoch Sea Scouts

Powerboating Operating Procedures Not including Safety Boat Duties

Reference should be made to Policy, Organisation and Rules of The Scout Association. Nothing in these operating procedures or related documents shall contravene the standards set out in POR and other documents of the Scout Association.

All leaders and skills instructors are required to read, understand and sign the document. This document reflects Scout Association and 1st Avoch Sea Scout policy for operating powerboats. Leaders and skills instructors have their own copy of this operating manual. We aim to update the manual on an annual basis or when notified of changes to POR and Association policy.

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Updated: Jan 2010



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Rule 9.1: Activity Rules – Application	1st Avoch Comment
<p>Activity rules apply anywhere in the world</p> <p>The former AC has approved powerboating activities for 1st Avoch in the following waters: Inverness Firth, Beaully Firth, Caledonian Canal, Loch Ness and passage to and from Rosemarkie. Powerboating outside these areas should be notified to a member of the Area Team on each and every occasion.</p> <p>Special events (anything outwith our normal operations with our sea scouts) must have the approval of the DC or nominee.</p> <p>See Rule 9.9 1st Avoch occasionally use staff from Chanonry Sailing Club and elsewhere</p> <p>The Beachmaster has the charge of those not directly involved in the activity.</p>	

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**Rule 9.2 Preparations****1st Avoch Comment**

See above DC approval within defined areas.

Refer to Rule 9.7 Adventurous Activity Permit Scheme. Those leading powerboating must have a valid permit or permission to act as coxswain by the skipper Derek Martin who has a permit to supervise up to three powerboats. The basis for permits in our areas of operation are RYA Powerboat 2. RYA qualification for leaders and skills instructors does not in itself act as a permit.

The Beachmaster has responsibility for supervision for those not directly involved. A Home Contact will be appointed – refer to Rule 9.3 Home Contact

Powerboating in areas outside Avoch Harbour, Fortrose Bay and Muirtown Basin is restricted to those who are scout age and above. Cubs may not undertake powerboat taster sessions outside these areas.

All sea scouts, as a minimum, must be aware of how buoyancy aids and lifejackets work and how to conduct themselves in and around boats.

Sea Scouts must wear a 150N lifejacket. A maximum of one non swimmer is allowed on each boat; shoes and windproofs must be worn. Consideration must be given to the actual conditions at the time by the leader in charge.

All adults must be aware of the current weather and forecast and how it will affect powerboating. Doubt over conditions by any adult involved in the activity will necessitate postponement/cancellation.

All boats and equipment are certified for use; are inspected before each launch; are insured.

For boats on loan from Chanonry Sailing Club: these must be thoroughly checked along with their equipment. Responsibility for checks rests with each permit holder with the leader in charge having overall responsibility.

All adults with supervisory responsibility must be vetted by Disclosure Scotland and the Scout Association. Other adults helping out on an infrequent basis do not have a supervisory responsibility and are not left alone with sea scouts.

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POR 9.3 In Touch (Home Contact)	1st Avoch Comment
<p>The home area is defined as Inverness Firth, Beaully Firth, Caledonian Canal, Loch Ness and passage to and from Rosemarkie. For these areas a beachmaster system is operated from the launching point.</p> <p>Where boats are undertaking a passage from the launch point to another locally, the beachmaster should attend the arrival point.</p> <p>Where powerboating takes place outside the home area, or a beachmaster set up is impractical, then a home contact is appointed.</p>	

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Rule 9.4 Risk Assessment	1st Avoch Comment
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A powerboating risk assessment exists and is understood by all activity leaders and instructors. Dynamic risk assessments take place at the beginning and during the activity.
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Rule 7.2 Emergency Procedures	1st Avoch Comment
<p>In Scotland, the Scottish Headquarters should be informed. The telephone numbers are: during office hours - 01383 419073; after office hours - 020 8433 7100</p> <p>See below for our procedures for reporting accidents</p> <p>The Home Contact information folder outlines a step by step guide to reporting an accident. The Beachmaster folder contains similar information.</p> <p>No statements may be made to the media by leaders or home contact. All press enquiries are referred to the Duty Press Officer.</p> <p>Emergency Procedures are laminated into safety bottles; are held in the beachmaster folder; and are held in the home contact folder.</p>	

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POR 9.7 Adventurous Activities Permit Scheme	1st Avoch Comment
<p>The DC issues permits for powerboating. Powerboat coxswains must either have an activity permit for powerboating in the class of water being used or have RYA Powerboat 2 and operate under the supervision of the Skipper Derek Martin with radio communication.</p> <p>Seascouts under the age of 16 with an activity permit may act as coxswain with an adult on board.</p> <p>Powerboat Coxswains from Chanonry Sailing Club must be qualified to at least RYA Powerboat 2.</p> <p>All leaders have received First Response first aid training or have a first aid qualification</p> <p>Those under the age of 18 obtain authorisation for each activity.</p> <p>The skipper may suspend an activity permit and pass this information onto the DC. Any leader may suspend the skipper's permit and inform the DC. No powerboating activity may take place within the Group until the DC has given permission, in these circumstances.</p>	

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Rule 9.8 Adult Groups in Adventurous Activities	1st Avoch Comment
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This rule applies to consenting adults wishing to take part in adventurous activity under the auspices of the Scout Association. Where an adult only group wishes to take part in adventurous activity without an activity permit the factsheet FS120087 must be read and accepted by all. Advice should be sought from the skipper before such an activity.

Adults wishing to take part in adventurous activities outwith the Scout Association may, of course, do so at their own risk.

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Rule 9.9 Use of Professional Centres and Instructors	1st Avoch Comment
We have an affiliation agreement with Chanonry Sailing Club. Supervision of sea scouts remains the responsibility of 1 st Avoch Sea Scouts. The agreement has been checked with Scout Association legal advisers.	
Lochgoilhead Scout Centre is owned and operated by the Scout Association. It is also an AALA registered centre.	

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Rule 9.42 Water Activities- General	1st Avoch Comment
<p>Parents sign a declaration of their child's swimming ability.</p> <p>Once a year sea scouts must demonstrate their ability to swim.</p> <p>A maximum of one non swimmer may be carried in a powerboat.</p>	

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Rule 9.43 Life Jackets and Buoyancy Aids	
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Sea Scouts must wear 150N lifejacket for planning powerboats	
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Rule 9.44 Classification of Waters	1st Avoch Comment
<p>The following classifications apply- variations have been approved by the Area Commissioner.</p> <p>See charts for visual detail</p> <p>Inner Moray Firth B2 Tidal (reduced to B1 training water in winds not exceeding Force 3 with the skipper in attendance- for Avoch Sea Scouts only)</p> <p>Inner Moray Firth more than 1 mile offshore B3 (reducing to B2 only when transiting across the Firth)</p> <p>Outer Moray Firth (on passage to Rosemarkie from Avoch) B2</p> <p>Caledonian Canal and bays of Loch Ness B2 Inland</p> <p>Main stretch of Loch Ness B3 (reduced to Loch Ness as B1 training water in winds not exceeding Force 3 and with the Skipper in attendance)</p> <p>Muirtown Basin, Avoch Harbour, Fortrose Harbour and slip - C training water</p> <p>Chanonry Point and Kessock Bridge B3 (reducing to B2 2 hours either side of slack water)</p>	
Rule 9.45 Water Activity Permits	1st Avoch Comment
<p>See comment 9.7 above</p>	

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Rule 9.46 Boats	1st Avoch Comment
<p>All powerboats have marine cover provided by Unity Insurance.</p> <p>Powerboat Coxswains check the condition of the boat prior to each event.</p> <p>Hours, damage and near misses should be entered into the log book which is found in the beachmaster's folder.</p>	

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Rule 9.66 Towing of Inflatables Behind Powered Craft	1st Avoch Comment
a. The activity of being towed on an inflatable behind powered watercraft is specifically forbidden.	

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Section 2: Operating Procedures for Powerboats

Before the session:

- Appoint a beachmaster or home contact
- Select crew and appoint coxswain
- Confirm operating area with other coxswains

The power boats primarily stay on dry land and require to be moved, prepared, launched, recovered and moved back to storage. Care must be taken to ensure all lifting, pushing and pulling is done with sufficient people to avoid injury. Boats can also be moored alongside the marina pontoons. Refer to separate operating procedure for Launching and recovery.

The boats are normally launched from the harbour slip. Prior to launching they are prepared and all contents checked in the area close to the slip.

[The powerboats are heavy boats and will require more than one person to move, safely launch and recover.]

The leaders will have obtained appropriate marine inshore weather forecasts prior to the commencement of the day's activities. The decision to cancel sessions will be made by the person(s) in charge of the water. A session may be cancelled or curtailed for any of the following factors – age of participants, ability of participants, tide state, sea state, wind speed, type of precipitation, fog and instructor's abilities. In addition an incident may lead to cancellation.

Check-

- Risk Assessment sheet & dynamic risk assess
- Weather and tides
- Boats for damage
- Engine (oil, connections, propeller, split pin, locking bar, mountings)
- Safety bottle (contents listed in bottle)
- Fuel levels (vent cap open)
- Paddles (2)
- All equipment is secured
- Radio comms

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- Personal flotation devices and appropriate clothing including shoes
 - Brief crew on each step
 - Log out crew with beachmaster **or** inform home contact of any changes to crew
 - Safety briefing for crew including instructions for man overboard
 - Ensure the bungs are in place
 - Launch with permission of beachmaster/leader in charge
 - Bear in mind the need for crew to move the trailer and boat safely. The coxswain should preferably co-ordinate the launch.

During the session:

- Attach kill cord
- Ensure all equipment is secure and readily available
- Ensure all crew remain seated with hands inboard
- Start engine in neutral
- Check telltale coolant and engine running
- Maintain good crew communication
- Use channel M1 on radios unless notified otherwise
- Maximum speed in the harbour is 4 knots.
- Exit the harbour, keeping to the right

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If heading for Fortrose aim for Chanonry lighthouse, in order to keep clear of the rocks

If heading for Inverness stay half a mile offshore

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Section 3: Risk Assessment

Step 1	Step 2	Step 3	Step 4	Step 5
Potential Hazards	List those at risk	List Existing control measures	Calculate residual risk (severity x likelihood) 1-3 Above a 4 requires immediate action	List further control measures necessary to reduce risk to an acceptable level and date of their proposed introduction:
Drowning	Sea scouts and leaders	150N lifejackets Man Overboard drill taught and practised regularly All crew instructed how to stay safe in the boat and instructed how to tread water Radios use Channel 16 to alert Coastguard, alternatively dial 999 for Coastguard	3x1=3	
Capsizes, entrapment	Sea scouts and leaders	Leader in charge assesses conditions continually	3x1=3	



		<p>Boats trimmed and balanced with secure loads</p> <p>Coxswain is comfortable operating in the conditions</p> <p>Loading does not exceed CE mark</p> <p>Lifejackets fit properly</p> <p>Crew are instructed to get out from under the boat and hold on</p> <p>Coxswain checks all crew are visible</p> <p>Support boat attends quickly to confirm head count and right the capsized boat sufficiently to ensure no one is trapped</p> <p>Radios use Channel 16 to alert Coastguard, alternatively dial 999 for</p>		
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		Coastguard		
Lifting injuries	Sea scouts and leaders	Boats and trailers are moved with sufficient crew Coxswain or Beachmaster to co-ordinate movements of craft Attention is paid to conditions underfoot, age and ability of crew Help is sought if required	1x1=1	
Engine & propeller injuries	Sea scouts and leaders	Engine cowlings are well maintained and in place Fire extinguisher is carried Crew are not allowed to open cover when engine is running Kill cords to be worn when engine is running Proper man overboard drill to be regularly practised- to RYA standard	3x1=3	



		Stand clear of propellers when flushing system ashore		
Slips, trips and falls	Sea scouts and leaders	No running or horseplay on jetty, pontoons or harbour areas Crews receive safety briefings Attention is given to underfoot conditions Crews should remain seated in boats where possible Crew should hold on to appropriate straps/ropes when underway Good crew communication	2x2=4	
Hypothermia	Sea scouts and leaders	Crew wear warm, layered clothing with waterproofs in cooler weather Hats are encouraged Crew are monitored by coxswain Crew who are cold are returned to beachmaster in person- never left unattended	3x1=3	



		Regular breaks for snacks and drinks		
Engine failure	Sea scouts and leaders	Engines are checked every session Engines are basically maintained by own engineer Engines are serviced professionally Alternative means of propulsion are carried Anchors are carried Radios/phones are carried Boats and equipment have a safety certificate Normal practice for another scout boat to be operating	2x1=2	
Drifting offshore	Sea scouts and leaders	See above for engine failure	2x1=2	
Sudden changes in weather and water conditions	Sea scouts and leaders	Coxswain continually monitors weather and water conditions 2 local harbours (Avoch/Fortrose) further shelter available in Munlochy Bay or further		



		<p>afield at Inverness</p> <p>When operating away from home areas separate passage plans are prepared</p>		
Collision with fixed objects	Sea scouts and leaders	<p>Power boats operate in deep water where possible</p> <p>Coxswains have a good knowledge of local hazards and operating areas</p> <p>Local advice and reference to charts is taken for areas outside the home area</p> <p>A good lookout is kept whilst underway</p>	3x1=3	
Collision with moving objects	<p>Sea scouts and leaders</p> <p>Other water users</p> <p>Marine life</p>	<p>Coxswains are aware of IRPCS governing rights of way</p> <p>Lookout is kept whilst underway for all water users</p> <p>Where dolphins are sighted, power is reduced, gentle course corrections are employed to keep away from pods</p>	3x1=3	
Trailer accidents	Sea scouts and leaders	Trailers are guided by a		



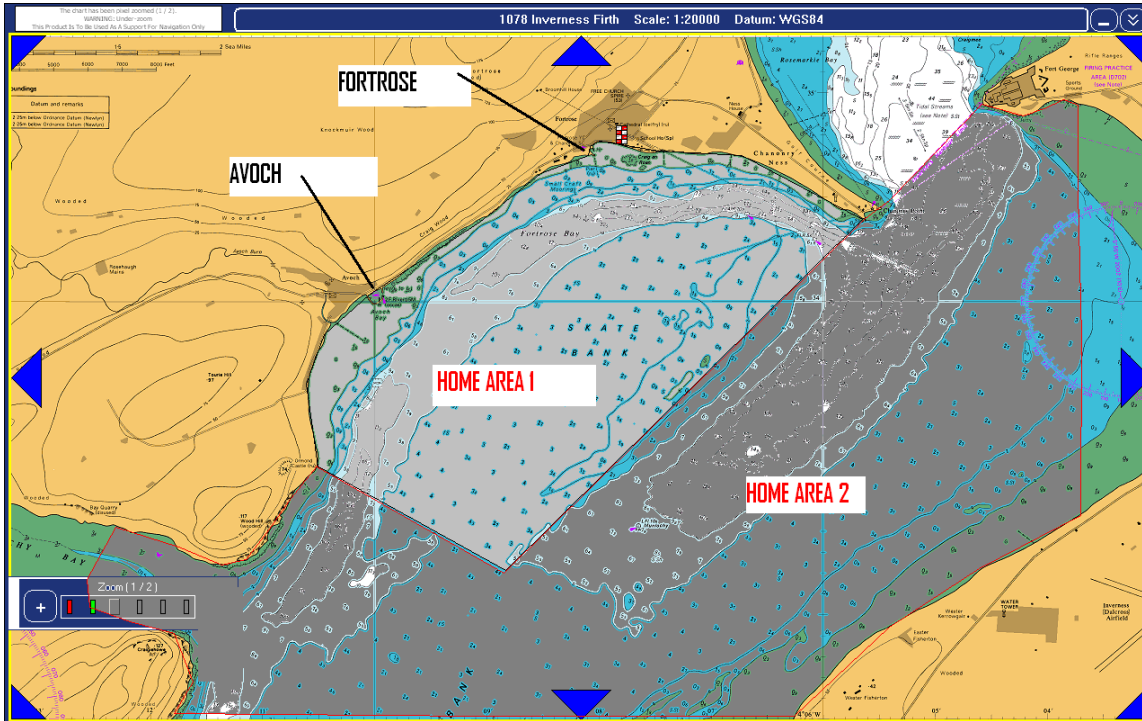
	Non scout helpers	spotter when using a vehicle Sufficient sea scouts are used to hand move trailers, supervised by the coxswain All handling the trailer are briefed on safety Non scout helpers are supervised	2x1=2	
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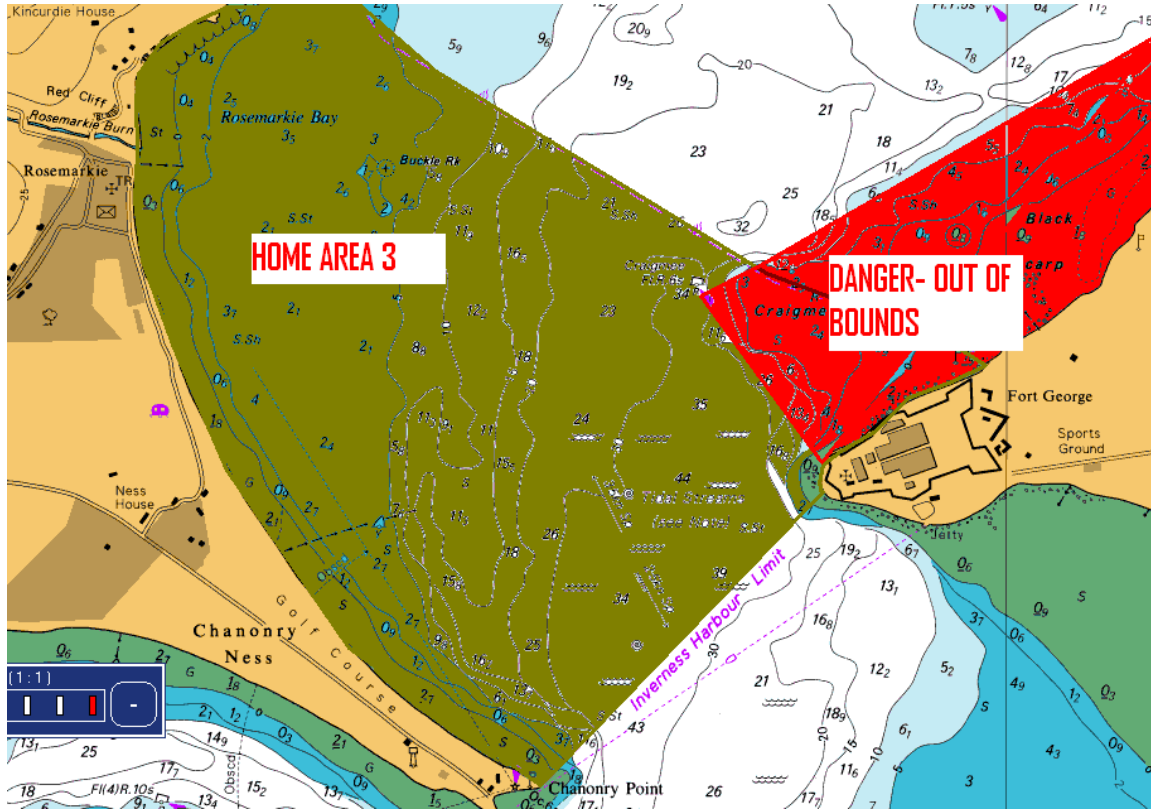
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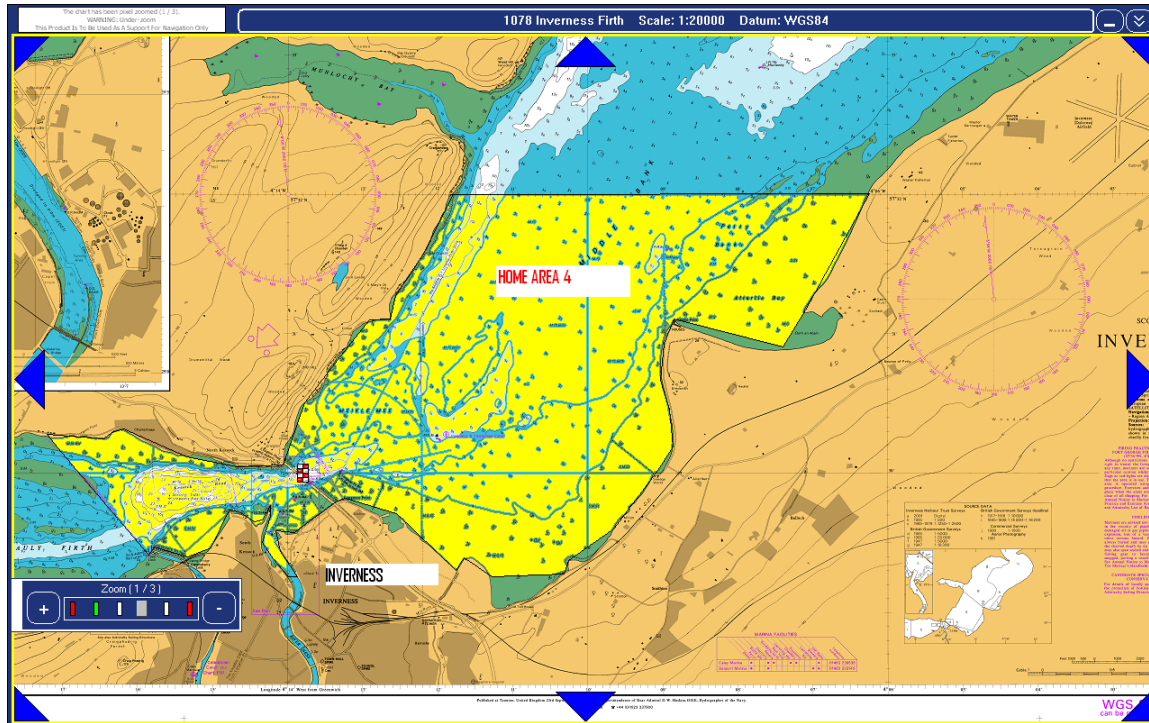
Section 5: Home Area Charts

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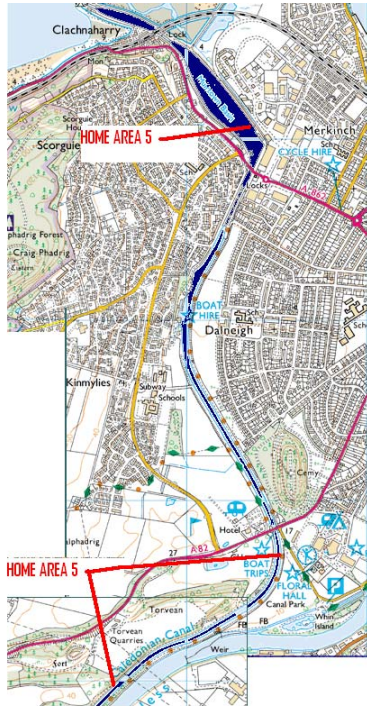




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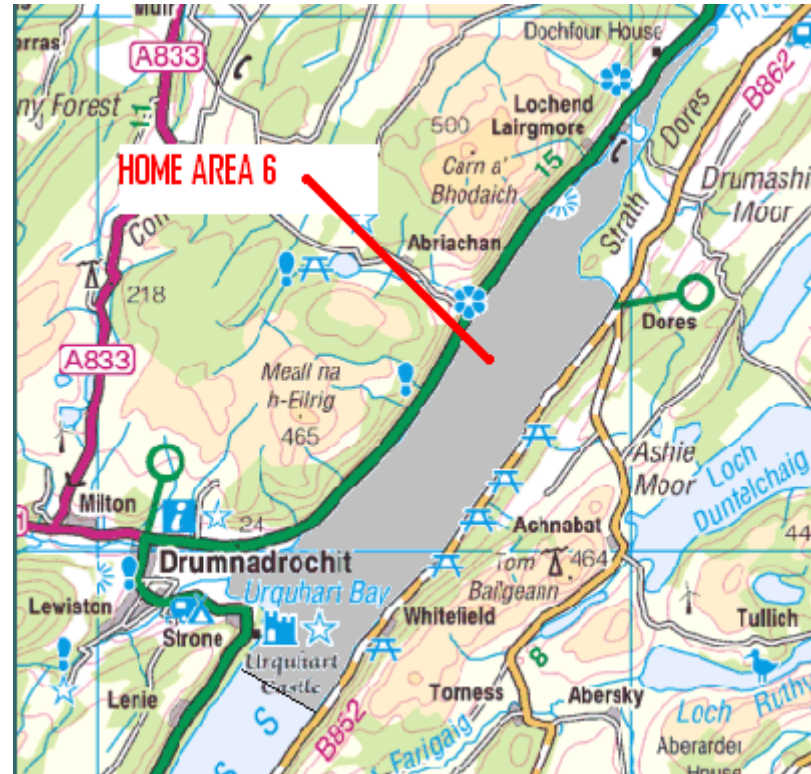
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Home Area 5

Clachnaharry Sea Lock to last pontoon at
Dochgarroch

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