

## GENERAL DIRECTIONS 2021

## **SHOREHAM PORT – GENERAL DIRECTIONS 2021**

## Introduction

Shoreham Port as Port Authority in exercise of their powers under The Shoreham Port Authority Harbour Revision Order 2021 (the Order) and having carried out the consultations required by article 5 of the Order, give the following General Directions.

These General Directions have been given for the purpose of promoting or securing conditions conducive to the ease, convenience or safety of navigation in the Port, the safety of persons, the protection of property, flora or fauna, or the ease, convenience or safety of port operations ashore.

They replace the Shoreham Port General Directions 2010 (updated 2013) and the Shoreham Port Authority Byelaws and apply to the entire Port including the Port Premises (as stated in the General Directions and shown on the plans annexed to these General Directions). It is therefore important that all Port users are aware of these General Directions and abide by them.

In respect of vessels, it is important that Master's and Officers are aware of these General Direction and Local Notices to Mariners, as well as any Special Directions applying to their vessel. It is therefore vital that owners and agents ensure all such relevant information and publications are promptly distributed to vessels as appropriate.

Note should also be taken of the content of broadcasts from Shoreham Harbour Radio.

It is the duty of the Master of a vessel to which a General Direction or a Special Direction applies to comply with that Direction. However, the giving of a General Direction or Special Direction shall not diminish, or in any other way affect the responsibility of the Master of the vessel to which the Direction is given in relation to their vessel, persons on board, its cargo or any other person or property.

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## Part 1 - Commencement, Interpretation and Application

## 1. COMMENCEMENT

These General Directions made under the powers in the Shoreham Port Authority Harbour Revision Order 2021 shall come into force on Monday 28<sup>th</sup> June 2021, on which date the Shoreham Port General Directions for Navigation 2010 (reviewed 2013) are revoked.

## 2. INTERPRETATION

In these Directions:

"the 2021 Order" means the Shoreham Port Authority Harbour Revision Order 2021;

"Assigned VHF Channel" means VHF Channel 14, of such other channel as the Shoreham Port Radio or the Harbour Master advise;

"Bathing Areas Plan" means the plan annexed to these General Directions with the title "Shoreham Harbour – Bathing Areas";

"Bathing Beach Areas" means the areas shown shaded yellow on the Bathing Areas Plan;

"Breakwaters Plan" means the plan annexed to these General Directions with the title "Shoreham Harbour – Breakwaters"

"Breakwaters" means the areas shown shaded green on the Breakwaters Plan;

"Canal" means the non-tidal enclosed waterway from the Prince Philip and Prince George locks to the East end of Aldrington Basin shown shaded pink on the Eastern Arm, Western Arm and Canal Plan;

"COLREGS" means the Merchant Shipping (Distress Signals and Prevention of Collisions) Regulations 1996 (SI 75/1996);

"Designated Surfing Areas" means the areas shown shaded outlined and dashed red on the Surfing Area Plan;

"Eastern Arm" means the waterways within the Port Limits lying to the East of the Eastern Breakwater to the Prince Philip and Prince George locks shown shaded blue on the Eastern Arm. Western Arm and Canal Plan;

"Eastern Arm, Western Arm and Canal Plan" means the plan annexed to these General Directions with the title "Shoreham Harbour – Eastern Arm – Western Arm & Canal";

"Event" means any event, race, regatta or other occasion when it is planned that 2 or more Vessels will assemble on the water for the purposes of taking part in the event, race, regatta or other occasion;

"Dangerous Goods" means any goods as defined by the International Maritime Dangerous Goods Code and oil as defined by Annex 1 of the International Convention for the Prevention of Pollution from Ships (MARPOL);

"Fairway" means the course or track normally taken by commercial Vessels using the Port and comprises of all marked and/or charted navigable channels within Port Limits;

"Fishing Gear" means nets, lines, trawls, baskets, rods, pots and any other device or equipment used to catch fish and shellfish;

"Gross Tonnage" means the gross tonnage recorded on a Vessel's Certificate of Registry;

"Harbour Master" means a person appointed by the Port Authority to be a Harbour Master and includes the deputies and assistants of a person so appointed and the Officers authorised to discharge the Harbour Master's duties through Shoreham Harbour Radio;

"Huffler" means any person following the occupation of boatman who holds a licence granted by the Port Authority in pursuance of its powers under Section 5 of the Act of 1937 to ply for hire in the Port, but does not include a person following that occupation solely by way of carrying passengers;

"Jet Bike" means any watercraft (not being a structure which by reason of its concave shape provides buoyancy for the carriage of persons or goods) propelled by a water jet engine or other mechanical means of propulsion and steered either—

- (a) by means of a handlebar-operated linkage system (with or without a rudder at the stern),
- (b) by the person or persons riding the craft using their body weight for the purpose, or
- (c) by a combination of the methods referred to in (a) and (b) above:

"Level of Low Water" means the level of mean low-water springs;

"Length Overall" means the maximum length of a Vessel, including overhanging structure, cargo or equipment and if a tug and tow the length from the forward end of the tug to the aft end of the last Vessel or object towed;

"Lock" means the Prince Philip Lock and the Prince George Lock or either of them as the context permits;

"Low Water" means the time at which the lowest level water is reached during a tide (the time of low tide);

"Master" in relation to a Vessel, means any person having or taking command, charge, management, control or conduct of the Vessel for the time being;

"Measured Standing Wave Height" means the reading of the significant wave height given on the Rustington Waverider Wave Buoy (which can be viewed at https://www.surfforecast.com/buoys/rustington-waverider/hourly);

"Non-Professional Master" means a Master that does not act as a Master in the course of a business or employment.

"Paddle Boarding" means the activity in which you travel across the water using a board which you can sit, lie stand, or otherwise be carried, on while you paddle with an oar or your hands or feet;

"person" references to a person shall include, where the context admits, companies or other entities;

"Place of Mooring" means a quay, berth, wharf, mooring, pontoon or any other place or structure designated for the purposes of making fast a Vessel to;

"Port" means the Port of Shoreham the limits of which are described in section 38 (Limits of Harbour) of the Act of 1926 and shown on the Port Limits Plan and the Port Premises Plan:

"Port Authority" means the Shoreham Port Authority as constituted by the Shoreham Port Authority Acts and Orders 1926 to 2021;

"Port Limits" means the limits prescribed in section 38 of the Shoreham Harbour Act 1926 which are at or below the high water mark of ordinary spring tides shown shaded blue on the Port Limits Plan;

"Port Limits Plan" means the plan annexed to these General Directions and displayed in the Port Office and on the Port Website with the title 'Shoreham Harbour Limits to Mean High Water;

"Port Marine Safety Code" means the Code published by the Department for Transport dated November 2016 and any subsequent edition or amendment;

"Port Office" means Nautilus House, 90-100 Albion Street, Southwick, Brighton, BN42 4ED;

"Port Premises" means land adjacent to the wet port area for the time being vested in, or occupied or administered by the Port Authority as part of the port undertaking and occupied wholly or mainly for the purpose of activities there carried on, which may include docks, quays, piers, wharves, berths, locks, breakwaters, landing places, yards, roads, sheds, other buildings and all other works and conveniences, land and premises shown shaded orange on the Port Premises Plan:

"Port Premises Plan" means the plan displayed in the Port Office and on the Port Website as amended from time to time (a copy of which shall be published on the Port Website in the same place as these General Directions) with the title 'Shoreham Harbour – Port Premises';

"Port Website" means www.shoreham-port.co.uk;

"PWC" means a watercraft intended for sports and leisure purposes of less than 4 metres in hull length which uses a propulsion engine having a water jet pump as its primary source of propulsion and designed to be operated by a person or persons sitting, standing or kneeling on, rather than within the confines of, a hull and includes a Jet Bike;

"PWC Launch Site" means the designated launch sites at the Harbour Club<sup>1</sup> and Sussex Marine Watersports<sup>2</sup>;

"Restricted Commercial Area" means the areas shown cross hatched magenta on the Restricted Commercial Area Plan;

"Restricted Commercial Area Plan" means the plan annexed to these General Directions with the title "Shoreham Harbour - Restricted Commercial Area";

"Safe Bunkering Procedure" means the Port Authority publication entitled 'Safe Code of Practice No. 4 Safe Bunkering Procedure' dated 27<sup>th</sup> August 2019 and any amendment to or replacement thereof;

"Shoreham Harbour Radio" means the building in the location identified as Shoreham Harbour Radio on the Restricted Commercial Area Plan from which broadcasts regarding information and directions to and communication with persons, Vessels and Vehicles within the Port are made on VHF Ch14. Shoreham Harbour Radio is also contactable on +44 (0) 1273 592366;

"Special Direction" means a direction made pursuant to Article 7 of the 2021 Order;

"SOLAS" means the International Convention for the Safety of Life at Sea 1974 as amended from time to time:

"Small Vessel" means a Vessel less than 20m in length overall;

"Surfing" means the activity of riding on or attempting to ride on a wave while standing, kneeling, lying or otherwise being carried, on a board (or any other thing adapted for floating on water):

"Surfing Area Plan" means the plan annexed to these General Directions with the title "Shoreham Harbour - Surfing Areas within Eastern Arm";

"Underway" means that a Vessel is not at anchor, at a Place of Mooring, or aground;

"Vehicle" includes any vehicle propelled on rails, any machinery on wheels or caterpillar tracks, trailers, caravans, bicycles, and mobile homes and includes a hovercraft or any other amphibious vehicle;

<sup>&</sup>lt;sup>1</sup> Harbour Club, Harbour Way, Shoreham-by-Sea BN43 5HG

<sup>&</sup>lt;sup>2</sup>Sussex Marine Watersports, Half Tide Quay, Albion St, Southwick, Brighton BN42 4DP

"Vessel" includes a ship, boat, houseboat, raft or water craft of any description, however propelled or moved, and includes non-displacement craft, a jet bike, a PWC, a seaplane on the surface of the water, a hydrofoil vessel, a hovercraft or any other amphibious vehicle and any other thing constructed or adapted for floating on or being submersed in water (whether permanently or temporarily);

"Vessel Notification Form" means a report in a form prescribed by Harbour Master that includes the details of the Vessel, its position in the Port, the name address and contact details of the Master and Owner including a phone number on which either the Master or Owner can be contacted;

"Western Arm" means the waterways within the Port Limits lying in the River Adur to the West of Middle Pier shown shaded green on the Eastern Arm, Western Arm and Canal Plan.

"wet port area" means those parts of the area described in section 38 of the Shoreham Harbour Act 1926 which are covered by water at the Level of Low Water.

## 3. APPLICATION

Unless otherwise stated the General Directions shall apply to all persons, Vessels and Vehicles within the Port and at all times.

## Part 2 - Navigation of Vessels

## 4. CARRIAGE OF VHF RADIO OR OTHER MEANS OF COMMUNICATION

Excepting Vessels of less than 6 metres in length overall escorted by a safety boat, before any Vessel:-

- (a) enters the Port Limits;
- (b) gets Underway within the Port Limits;
- (c) or leaves the Port Limits;

the Master shall ensure that the Vessel is carrying a VHF radio which is switched on and tuned in to the Port Authority's Assigned VHF Channel (or another means of communication approved by the Harbour Master) and that it shall then be kept switched on at all times whilst the Vessel is Underway in the Port Limits.

## 5. COMPLIANCE WITH COLREGS

The Master of a Vessel within the Port Limits shall at all times comply with COLREGS.

## 6. SPEED LIMIT

- (1) Paragraph 2 does not apply to the following Vessels:-
  - (a) Vessels used by search and rescue organisations when in the exercise of their core functions; and
  - (b) Vessels used by the Port Authority; and
  - (c) Vessels used by the Police and UK Border Agency when in the exercise of their core functions; and
  - (d) Vessels used as safety boats by Yacht and Sailing Clubs and other such organisations when engaged in operations where complying with this Direction would inhibit their ability to fulfil their functions as a safety boat.
- (2) The Master of a Vessel in the Port Limits shall not permit the Vessel to proceed at a speed of greater than 6 knots through the water.

## 7. NOTIFICATION OF ARRIVAL OF INBOUND VESSELS

- (1) Except with the prior permission of the Harbour Master, the Master of a Vessel, except a Small Vessel, must not enter the Port Limits unless:
  - (a) they give at least 24 hours prior notice to the Shoreham Harbour Radio of the Vessel's estimated time of arrival off the Port; and
  - (b) when required by guidance, law or the Harbour Master, they provide all information required for the Maritime and Coastguard Agency's Consolidated European Reporting System (CERS) including information on Dangerous and Polluting Goods (HAZMAT), International Ship and Port Facility Security (ISPS) and Port waste notification.
- (2) The Master of a Vessel, except a Small Vessel, must on coming within VHF range of Shoreham Harbour Radio and prior to entering the Port Limits advise Shoreham Harbour Radio of the Vessel's:
  - (a) estimated time of arrival;
  - (b) draft;
  - (c) Length Overall;
  - (d) beam; and
  - (e) of any defects or deficiencies that may affect the seaworthiness or handling capabilities of the Vessel.
- (3) The Master of a Small Vessel greater than 6 meters length overall shall:
  - (a) if the Vessel does not have an allocated annual Place of Mooring in the Port:
    - i. on entry to the Port Limits inform Shoreham Harbour Radio by the quickest possible means, (which may be by phone to +44 (0) 1273 592366) of the Vessel's arrival; and
    - ii. on arrival at any Place of Mooring complete a Vessel Notification Form and transmit it to Shoreham Harbour Radio within 2 hours of arrival, in person, by fax +44 (0) 1273 592492 or email SRadio@shoreham-port.co.uk.
  - (b) if the Vessel has an allocated, annual Place of Mooring in the Port, complete and return to the Port Office a Vessel Notification Form during December of each year.
- 8. NOTIFICATION OF DEPARTURE OR SHIFTING OF VESSELS (EXCEPT SMALL VESSELS)
- (1) The Master of a Vessel, except a Small Vessel, which is at a Place of Mooring in the Port and intends to depart from the Port or shift from one Place of Mooring to another, shall:
  - (a) if it is reasonably possible to do so, give 6 hours prior notice to Shoreham Harbour Radio of the intended movement, so that the movement can be planned; or
  - (b) if it is not reasonably possible to give the 6 hours prior notice, give notice to Shoreham Harbour Radio as soon as it is reasonably possible.
- (2) In addition to the requirements of paragraph (1), the Master of a Vessel, except a Small Vessel, must give notice to Shoreham Harbour Radio:
  - (a) not more than two hours and not less than one hour prior to the intended movement; and
  - (b) immediately prior to the intended movement.
- (3) When giving the notice required by paragraphs (1) and (2) the Master must also advise Shoreham Harbour Radio of the Vessel's:
  - (a) intended destination;

- (b) draft:
- (c) Length Overall;
- (d) beam; and
- (e) of any defects or deficiencies that may affect the seaworthiness or handling capabilities of the Vessel.
- (4) In addition when giving the notice required by paragraphs (1) and (2) the Master of the Vessel must, when required by guidance, law or the Harbour Master, provide all information required for the Maritime and Coastguard Agency's Consolidated European Reporting System (CERS) including information on Dangerous and Polluting Goods (HAZMAT).

## 9. NOTIFICATION OF DEPARTURE OF SMALL VESSELS

The Master of any Small Vessel greater than 6 meters in Length Overall must:

- (a) prior to getting Underway, inform Shoreham Harbour Radio by either VHF or phone of the Master's intention for the Vessel to leave a Place of Mooring; and
- (b) if the time of departure is delayed for more than 10 minutes, before getting the Vessel Underway, re-broadcast the Master's intention to leave the Place of Mooring to Shoreham Harbour Radio.

## 10. ANCHORING

- (1) The Master of every Vessel when Underway in the Port Limits shall have its anchor(s), where carried, ready to let go.
- (2) No Master shall allow an anchor to be put down from their Vessel within the Port Limits except:
  - (a) in the case of an emergency;
  - (b) for the purpose of swinging;
  - (c) with the previous consent of the Harbour Master;
  - (d) by the emergency services engaged in operations;
  - (e) at a Place of Mooring (unless paragraph (4) applies).
- (3) The Master of a Vessel shall ensure that any anchor put down in a case of emergency shall be raised as soon as practicable and that due regard shall be had to the positions of submarine cables and pipelines within the Port and the effect that deploying an anchor may have on those services.
- (4) The Master of a Vessel shall ensure that whilst their Vessel is berthed or moored at a Place of Mooring where no anchor is required, or alongside another Vessel, that its anchors are properly stowed and that all projections beyond the sides of the Vessel, other than fenders, and which may cause injury, damage or obstruction are removed.

## 11. VESSELS CROSSING FAIRWAY MUST NOT OBSTRUCT OTHER VESSELS

- (1) Subject to Direction 12 and the COLREGS, the Master of a Vessel shall at all times ensure that when crossing a Fairway their Vessel shall give way to Vessels proceeding along a Fairway.
- (2) The Master of a paddleboard, surfboard or any similar type of Vessel shall not enter or cross a Fairway, except with the prior permission of Shoreham Harbour Radio or the Harbour Master, and in accordance with any directions given by the Harbour Master.
- (3) The Master of every Vessel, intending to enter or cross a Fairway must not do so if such entering or crossing obstructs or hinders a Vessel using that Fairway.

## 12. MOVEMENT OF VESSELS TO BE WITH CARE AND CAUTION

- (1) The Master of every Vessel must ensure that its movement is conducted with utmost care and caution and at such speed and in such a manner as not to cause or be likely to cause any of the following:
  - (a) loss of life;
  - (b) injury;
  - (c) damage to any Vessel or property
  - (d) nuisance;
  - (e) a risk associated with marine operations that is not as low as reasonably practicable;
  - (f) a wash which in the opinion of Harbour Master, is or is likely to cause, damage or danger to any other Vessel, structure, the seabed or banks of the Port, wildlife or the environment.
- (2) In addition to the requirements of paragraph (1), the Master of every Vessel must ensure that it is kept well clear of any dredger or other Vessel engaged in laying or retrieving buoys, moorings, surveying, other navigational works and diving operations.

## 13. NAVIGATION UNDER THE INFLUENCE OF DRINK OR DRUGS PROHIBITED

- (1) A Master must not navigate, or cause or permit their Vessel to be Underway, within the Port Limits if their ability to do so is impaired by drink or drugs.
- (2) A Non-Professional Master must not navigate, or cause or permit their Vessel to be Underway, within the Port Limits if the proportion of alcohol in their breath, blood or urine exceeds:
  - (a) in the case of breath, 35 micrograms of alcohol in 100 millilitres;
  - (b) in the case of blood, 80 milligrams of alcohol is 100 millilitres;
  - (c) in the case or urine, 107 milligrams of alcohol in 100 millilitres.
- (3) If the Harbour Master has reasonable cause to suspect that a Master has drugs or alcohol in their body which may impair their fitness to navigate or to be Underway with their Vessel, the Harbour Master may direct the Vessel to remain at its current location or to proceed to another place within the Port and to remain in that position.
- (4) A Vessel directed under paragraph (3) above shall remain in the position designated and no person may move it until such time as either:
  - (a) a substitute Master (not under the influence of drink or drugs to the an extent that would breach paragraphs (1) and (2)) is on board and takes command of the Vessel, or
  - (b) the Master suspected of having alcohol in their body submits to a breath test on equipment provided by the Harbour Master and approved by the Secretary of State for the purpose of the Road Traffic Act 1988 and the said breath test indicates a reading of less than 35 microgrammes of alcohol in 100 millilitres of breath.
- (5) It is an offence for the Master of a Vessel to fail to comply with a direction given under paragraph (3) above.

## 14. RESTRICTED VISIBILITY PROCEDURE

- (1) When visibility at Shoreham Harbour Radio is determined to be less than 0.5 nautical miles the fog horn will sound; and:
  - (a) The Master of a Vessel, which is not a Small Vessel, shall not or cause or permit their Vessel to be Underway in the Western Arm;

- (b) The Master of a Vessel, which is not a Small Vessel, that needs to be towed or pushed shall not or cause or permit their Vessel to be Underway anywhere within the Port Limits;
- (c) The Master of a Vessel carrying Dangerous Goods shall not or cause or permit their Vessel to be Underway anywhere within the Port Limits.

unless the prior permission of the Harbour Master is given.

- (2) The Master of a Vessel that is prohibited from being Underway by virtue of paragraph (1) that is already Underway at the time when visibility is determined to be less than 0.5 nautical miles must immediately contact Shoreham Harbour Radio and seek a safe lay-by berth.
- (3) When visibility at Shoreham Harbour Radio is determined to be less than 0.5 nautical miles the Master of any Small Vessel must keep it well clear of Vessels, which are not a Small Vessel, using any Fairway.
- (4) When visibility at Shoreham Harbour Radio is determined to be less than 0.25 nautical miles the Master of a Vessel, which is not a Small Vessel, is prohibited from being Underway anywhere within the Port, and must remain at a Place of Mooring, unless the prior consent of the Harbour Master is given.

## 15. SIGNALS CONTROLLING NAVIGATION

The Master of a Vessel in the Eastern Arm or Western Arm, the entrance and approach to the Port Limits and at the Locks must at all times observe the following signals:-

(1)	Middle Pier Control Station		
	Signal	Meaning	
	Amber light occulting every 3 seconds, focusing to seaward, by day and by night.	A Vessel, which is not a Small Vessel, manoeuvring or about to leave the Port Limits.	
		Instruction	
		No other Vessel shall enter the Port Limits, except Small Vessels, providing they do not hinder the movement of the Vessel Underway.	
(2)	Lifeboat House - Signals focusing over Eastern Arm		
	Signal	Meaning	
	Red light, occulting every 3 seconds, focusing over Eastern Arm, by day and by night	A Vessel, which is not a Small Vessel, about to enter the Port Limits or leave the Western Arm.	
		Instruction	
		No other Vessel to navigate in the Eastern Arm, except Small Vessels, providing they do not hinder the movement of the Vessel Underway.	
(3)	Lifeboat House - Signals focusing over Western Arm		
	Signal	Meaning	

	Red light, occulting every 3 seconds, focusing over Western Arm, by day and by night.	A Vessel, which is not a Small Vessel, about to enter the Port Limits or leave the Eastern Arm for sea or pass from the Eastern Arm to the Western Arm.	
		Instruction	
		No other Vessel to navigate in the Western Arm, except Small Vessels, providing they do not hinder the movement of the Vessel Underway.	
(4)	Prince George Lock – Signals focusing over Eastern Arm		
	Signal	Instruction	
	Three fixed red lights vertically.	No Vessel shall approach the Lock entrance.	
		Instruction	
	Green, white, green lights vertically.	Vessel may approach for the purpose of entering the Canal.	
		Note: the Green, white, green lights is not confirmation of adequate depth of water for individual Small Vessels	
(5)	Prince George Lock – Signals focusing over Canal		
	Signal	Instruction	
	Three fixed red lights vertically.	No Vessel shall approach the Lock entrance.	
	Green, white, green lights vertically.	Instruction  A Vessel may approach for the purpose of	
		leaving the Canal.	
		Note: the Green, white, green lights is not confirmation of adequate depth of water for individual Small Vessels	
(6)	Prince Philip Lock – Signals focusing over	r Eastern Arm	
	Signal	Instruction	
	Three fixed red lights vertically.	No Vessel shall approach the Lock entrance.	
	Green, white, green lights vertically.	Instruction  A Vessel may approach for the purpose of	
		entering the Canal if authorised to do so by Shoreham Harbour Radio.	

		Note: the Green, white, green lights is not confirmation of adequate depth of water for individual Small Vessels	
(7)	Prince Philip Lock – Signals focusing over Canal		
	Signal	Instruction	
	Three fixed red lights vertically.	No Vessel shall approach the Lock entrance.	
	Green, white, green lights vertically.	Instruction	
		A Vessel may approach for the purpose of leaving the Canal if authorised to do so by Shoreham Harbour Radio.	
		Note: the Green, white, green lights is not confirmation of adequate depth of water for individual Small Vessels	

## 16. VESSEL REPORTING

Except with the prior permission of the Harbour Master, the Master of every Vessel, which is not a Small Vessel, must not enter or be Underway in the Port Limits unless they inform Shoreham Harbour Radio when the Vessel reaches the following reporting points or undertakes the following reporting manoeuvres:-

IN BOUND	OUT BOUND
1.5 Miles off of the Port Limits entrance All fast in Lock	Letting go from Place of Mooring, with location
Commencing to swing and location	Commencing to swing with location
Completed swing	Completed swing
All fast on Place of Mooring, with location	Main turning basin
	All fast in Lock
	Clear of the Port Limits entrance

## Part 3 - Other Directions relating to Vessels

## 17. ORGANISATION OF REGATTAS AND EVENTS

- (1) The Master of a Vessel that is planning to take part in an Event within the Port Limits must give at least 7 days notice of the Event to the Harbour Master.
  - For the purposes of this Direction the organiser of the Event may give the notice required on behalf of all the Masters taking part.
- (2) At the time of giving the notice required by paragraph (1) the Master and/or organiser must provide the Harbour Master with the risk assessments for the Event required by the Port Marine Safety Code.

(3) No Event shall take place within the Port Limits until the Harbour Master has given prior written consent.

The Harbour Master will make available the criteria that must be met for the grant of consent and the terms and conditions that will apply to that consent.

- (4) The Master of a Vessel planning to take part or taking part in an Event and the organiser of that Event must comply with the terms and conditions stated by the Harbour Master when granting the prior written consent required under paragraph (3).
- (5) The Master of a Vessel does not commit an offence under this General Direction where the Master has not given notice of the Event as required by paragraph (1) if notice in accordance with the timescale in paragraph (1) has been given to the Harbour Master by the organiser of the Event on behalf of all Masters.

## 18. SMALL VESSELS IN REGATTAS AND EVENTS

The Master of a Small Vessel involved or participating in an Event within the Port Limits must not let that Vessel obstruct or impede other Vessels Underway in the Port Limits, and shall obey all directions given by Harbour Master in connection with the Event.

## 19. VESSEL DETAILS

The owner and / or Master of any Vessel within Port shall on demand of the Harbour Master immediately declare to the Harbour Master the following particulars:

- (a) Name of Vessel;
- (b) Position in the Port;
- (c) Length Overall;
- (d) Gross tonnage;
- (e) Name and address of owner;
- (f) Name and address of Master;
- (g) Name and address of agent provided one has been appointed.

## 20. CHANGE OF VESSEL'S OWNERSHIP

The Owner of any Vessel within the Port shall inform the Harbour Master when the ownership of the Vessel changes as soon as reasonably practicable and shall provide the Harbour Master with the name and address of the new owner.

For the purposes of this Direction, the "Owner" is the person who owned the vessel immediately before the change of ownership.

## 21. AIRCRAFT, HYDROFOILS AND HOVERCRAFT

Except with the prior written permission of the Harbour Master no person shall:

- (a) land or take off in an aircraft (including a seaplane) in or from within the Port;
- (b) operate, drive, get Underway, or navigate a hydrofoil, hovercraft or flying inflatable boat in the Port.

## 22. PWCs

- (1) The Master of a PWC must only launch it from a PWC Launch Site and must pay the required fee to the site operator.
- (2) Once a PWC has launched the Master of the PWC must proceed directly to sea outside the Port Limits, and whilst doing so, must comply with the rest of these Directions.

- (3) On re-entry to the Port Limits the Master of the PWC must proceed directly to a PWC Launch Site, and whilst doing so, must comply with the rest of these Directions.
- (4) The Master of a PWC must be:
  - (a) at least 16 years old; and
  - (b) in possession of an RYA PWC recognised qualification; and
  - (c) hold third party liability insurance of at least £2 million.

## Part 4 – Other Directions relating to Vessels

## 23. MOVEMENT OF UNSEAWORTHY / UNSAFE VESSELS

No person shall cause or permit a Vessel over 6 metres in length in an unsafe or unseaworthy condition to:

- (a) enter the Port Limits; or
- (b) be Underway in the Port Limits: or
- (c) remain in the Port Limits;

except with the prior permission of the Harbour Master and only for such time and in accordance with such directions as the Harbour Master may give.

## 24. VESSELS ABANDONED OR ADRIFT

The Owner or Master of a Vessel which has been abandoned or has gone adrift or is missing from the Vessel's Place of Mooring in the Port shall notify the Harbour Master of the relevant facts (to include date, time and circumstances) as soon as practicable after the Owner or Master becomes aware of the event.

For the purposes of this Direction, the "Owner" is the person who owned the vessel immediately before the time it was abandoned or at the time it went adrift or missing.

## 25. VESSELS NOT TO BE IMMOBILISED

- (1) Except where a Vessel is lying aground the Master of a Vessel which is not a Small Vessel, shall not immobilise the Vessel or load it or take on ballast so that it is incapable of movement without the prior permission of the Harbour Master.
- (2) Where a Vessel which is not a Small Vessel is at any time not capable of being safely moved by means of its own propulsion, the Master shall immediately inform the Harbour Master, and give to the Harbour Master any further information required by the Harbour Master and comply with any direction of the Harbour Master.

## 26. BREAKING UP VESSELS

The Master or owner of any Vessel shall not break up or cause it to be broken up within the Port except:

- (a) with the prior written permission of the Harbour Master; and
- (b) at such place as the Harbour Master shall appoint; and
- (c) subject to such other terms and conditions as the Harbour Master may stipulate.

## 27. OTHER OBSTRUCTIONS

The Owner of any obstruction of whatever description, whether or not floating, which impedes or is likely to impede navigation or dredging or otherwise cause an obstruction in the Port,

including a sunken, grounded, stranded or drifting Vessel, wreck, fishing gear, including pots and nets or Vehicles, shall if directed to do so by the Harbour Master, and in accordance with any directions of the Harbour Master, remove the obstruction or have it removed and, until it is removed, have it watched and marked.

For the purposes of this Direction, the "Owner" is the person who owned the obstruction at the time it became an obstruction.

## 28. REPORTS TO SHOREHAM HARBOUR RADIO

- (1) The Master of a Vessel involved in any of the following incidents:-
  - (a) Collision or contact with another Vessel, Place of Mooring, buoy or object;
  - (b) Grounding;
  - (c) Pollution of any type;
  - (d) Fire or explosion;
  - (e) Incident involving death or injury;
  - (f) Parting of mooring lines;
  - (g) Near miss or other potentially hazardous event.

shall immediately, after informing the emergency services if appropriate, inform Shoreham Harbour Radio by the quickest means.

- (2) Paragraph (1)(a) and (b) of this General Direction shall not apply to Vessels less than 6m in length if:
  - (a) no damage is incurred; and
  - (b) no injuries or risk of injuries (other than minor injuries) have taken place.

## 29. PAYMENT OF CHARGES

Except with the prior written permission of the Harbour Master, the Master of a Vessel that is in the Port shall not remove the Vessel from the Port until all rates, dues and charges owed to the Port Authority in respect of that Vessel (or goods or passengers on the Vessel) have been paid to the Port Authority.

## 30. VESSELS TO BE MARKED WITH NAME ETC.

The Master of every Vessel must ensure that the Vessel has a name or other identification letters or numbers marked conspicuously on it and that they can be seen when the Vessel is afloat.

## 31. DIVING

(1) The Master of a Vessel must not permit any person to undertake any form of diving or underwater activity, including the operation of a Remotely Operated Underwater Vehicle (ROV), from the Vessel without the prior written consent of the Harbour Master.

The Harbour Master will make available the criteria that must be met for the grant of consent and the terms and conditions that will apply to that consent.

(2) The Master of a Vessel from which any person undertakes any form of diving or underwater activity, including the operation of a Remotely Operated Underwater Vehicle (ROV) must comply with and ensure compliance with the terms and conditions stated by the Harbour Master when granting the prior written consent required under paragraph (1). 32. WATER SKIING, PARASCENDING, BOARDSAILING, WINDSURFING, KITE SURFING, ETC.

Except with the prior permission of the Harbour Master no person within the Port shall:

- (a) engage in, or take part in, or permit a Vessel to be used in connection with water skiing, aquaplaning, parascending, parachute towing or similar sport requiring a towing Vessel.
- (b) engage, or take part in boardsailing, windsurfing, kitesurfing or other similar activities.

## 33. SURFING AND PADDLE BOARDING

- (1) Except with the prior written permission of the Harbour Master no person within the Eastern Arm shall engage or take part in surfing or other similar activities unless:
  - (a) there is a minimum Measured Standing Wave Height of 1.5 metres; and
  - (b) it is during the period of 3 hours before Low Water and two hours after Low Water; and
  - (c) the activity is carried out within the Designated Surfing Areas

For the avoidance of doubt, all three conditions in (a), (b) and (c) must be met for surfing to be permitted under this General Direction without the prior written permission of the Harbour Master.

(2) no person within Port Limits shall engage or take part in Paddle Boarding or other similar activities within the Eastern Arm or the Canal.

## 34. RIGGING TO BE SECURED

The owner and / or Master of a Vessel within the Port fitted with a mast shall at all times ensure that its rigging is secured so that it is does not make undue noise.

## Part 5 - Directions Relating to Berthing and Mooring of Vessels

## 35. PLACES OF MOORING

- (1) The Master of a Vessel when it is not Underway within the Port Limits shall ensure that it is at a Place of Mooring.
- (2) The Master of a Vessel at a Place of Mooring within the Port Limits shall cause it to be properly and effectively moored, such that it is not only secure but also is not liable to cause any damage to any other Vessel, the seabed or banks of the Port, or property (including any pontoon, mooring or quay);
- (3) No person shall make a Vessel fast to anything which is not a Place of Mooring.

## 36. OBSTRUCTIONS OF PLACE OF MOORING ETC.

- (1) No Master shall use or permit their Vessel or equipment or other items to obstruct any public landing place, foreshore, pier, jetty, berth, quay, slipway or Place of Mooring within the Port.
- (2) Paragraph (1) of this General Direction does not apply to a Vessel properly moored at a Place of Mooring in accordance with General Direction 35.

## 37. SUFFICIENT FENDERS

The Master of a Vessel shall ensure that it is provided with a sufficient number of fenders adequate for the size of Vessel and, when berthing and leaving or lying at a Place of Mooring, or against other Vessels, the Master shall cause the Vessel to be fended off from the Place of Mooring, or those other Vessels so as to prevent damage to that place and those other Vessels or other property.

## 38. NO TRESPASS OR DAMAGE

No person shall trespass on, damage, secure any rope, chain or tackle, to, or interfere with any light, beacon, seamark, navigational buoy or mark, racing buoy, or tide pole, pier, ring, ladder or other unauthorised object.

## 39. RAFTING OF VESSELS

- (1) In areas of the Port Limits where the Harbour Master requires Vessels to raft together, all Masters must follow the Harbour Master's instruction to raft.
- (2) Apart from in accordance with paragraph (1), no Master shall make their Vessel fast to any other Vessel without the permission of the Master of such other Vessel, unless instructed to do so by the Harbour Master.

## 40. ACCESS ACROSS VESSELS

The Master of a Vessel at a Place of Mooring, or alongside any Vessel already at a Place of Mooring, within the Port Limits shall give free access across the deck of their Vessel, for persons and goods, to and from Vessels berthed alongside their Vessel.

## 41. PROPULSION MACHINERY AT PLACES OF MOORING.

The Master of any Vessel is prohibited from operating any propulsion machinery or equipment whilst the Vessel is at a Place of Mooring except:

- (a) when manoeuvring on or off the Place of Mooring; or
- (b) for testing the Vessel's engines and controls as required by SOLAS; or
- (c) after having obtained permission from the Harbour Master.

## 42. PERSON TO BE ONBOARD VESSELS

- (1) When conditions require, or in any event when reasonably required by the Harbour Master to do so, the Master of a Vessel shall ensure that at least one responsible person is on board the Vessel at all times whilst it is in the Port Limits.
- (2) Paragraph (1) of this General Direction does not apply to a Vessel of less than 6m in length properly moored at a Place of Mooring in accordance with General Direction 35

## 43. NO PERSON TO CAST ADRIFT

Other than in accordance with the instructions of the Harbour Master, or the Master of a Vessel, no person shall tamper with, cut, slacken or loosen any rope, chain or other mooring of a Vessel, or otherwise cast a Vessel adrift, other than to secure its safety or that of adjacent Vessels.

## 44. HUFFLERS

- (1) No person may undertake the activities of boatman plying for hire in the Port, unless:
  - (a) they only follow that occupation solely by way of carrying passengers; or
  - (b) they hold a valid current licence to act as a Huffler granted by the Port Authority in pursuance of its powers under Section 5 of the Act of 1937.

(2) No person may undertake the activities of a Huffler in the Port unless they comply with the terms and conditions of any licence to granted to them to act as a Huffler by the Port Authority in pursuance of its powers under Section 5 of the Act of 1937.

## Part 6 - Vehicles

## 45. OPERATION OF VEHICLES

No person shall drive or otherwise operate a Vehicle on Port Premises without complying with all the statutory requirements that are applicable on public roads.

## 46. VEHICLE SPEED LIMIT

No person shall drive or otherwise operate a Vehicle on Port Premises at a speed greater than 30 miles per hour, or at such slower speed as indicated on signs posted on Port Premises.

## 47. SAFE DRIVING OF VEHICLES

No person shall drive or otherwise operate a Vehicle on Port Premises without due care and attention, or without reasonable consideration for other persons using the Port.

## 48. SUPERVISION OF VEHICLES

A person having charge of a Vehicle within the Port Premises shall at all times comply with any directions of the Harbour Master with respect to the loading, discharging, manoeuvring and removal of the Vehicle.

## 49. LOADS ON VEHCILES

The owner, driver or other person having charge of a Vehicle on Port Premises shall ensure that any load carried on it, or in it, is:

- (a) adequately supported and secured; and
- (b) that it complies with all such statutory restrictions on the weight of goods to be carried, as are applicable on public roads.

## 50. RECHARGING AND REFUELLING VEHICLES

No person shall load or discharge any Vehicle (including a crane) or other equipment with fuel on Port Premises other than with the prior permission of the Harbour Master.

## 51. VEHICLES ADAPTED TO PROVIDE LIVING OR OVERNIGHT ACCOMMODATION

- (1) No person shall bring any Vehicle constructed or adapted for, or used to, provide living or overnight accommodation, on to Port Premises, or allow it to remain on Port Premises, without the prior written permission of the Harbour Master.
- (2) Any person who brings any Vehicle referred to in paragraph (1) on to Port Premises or allows it to remain on Port Premises without the prior written permission of the Harbour Master, must remove it from the Port, immediately upon being told to do so by the Harbour Master.
- (3) If any person fails to remove a Vehicle referred to in paragraph (1), in accordance with paragraph (2), the Harbour Master may remove it, or authorise its removal, either:
  - (a) to a different location in the Port; or
  - (b) to a location outside the Port,

and the person who contravened paragraph (1) or (2) and the owner of the Vehicle shall be liable (jointly and severally) for the Port Authority's costs of removal and storage of the Vehicle and for all costs associated with securing the return of the Vehicle to the owner, or person who left the Vehicle.

## 52. NOTIFICATION OF ACCIDENTS

Any person driving or otherwise operating a Vehicle (including a crane) or other equipment involved in an accident on the Port Premises whereby:

- (a) any injury is caused to any person; or
- (b) any damage is caused to any property;

shall stop the Vehicle or other equipment, report the accident, and give their name and address to the Harbour Master.

The requirements of this Direction are without prejudice to any reporting obligations under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

## Part 7 - Fishing

## 53. FISHING

- (1) The Master of a Vessel shall not use or permit the Vessel to be used for any form of fishing within the Port Limits without the prior written permission of the Harbour Master; and
- (2) No person shall take part in any form of fishing within the Port without the prior written permission of the Harbour Master, except angling from the Breakwaters.

## 54. OFFAL, FISH GUTS, OIL ETC

No Master or owner of a Vessel shall permit, and no person shall, throw, deposit or discharge any carcass of any animal, fish, offal, oil, refuse, litter, waste or polluting substance from a Vessel into the waters of the Port Limits or on to Port Premises.

## 55. NO NETS, POTS, FISHING GEAR TO BE LEFT

- (1) No person shall place any Fishing Gear on Port Premises so as to cause an obstruction to any other person, Vehicle or Vessel.
- (2) No person shall leave any Fishing Gear on Port Premises for more than 24 hours without the prior written permission of the Harbour Master and then, only for the time period permitted by the Harbour Master.

## 56. LOCATION OF BAIT DIGGING

- (1) No person shall dig for lugworm, ragworm, crabs or any form of fishing bait within 6 metres of any Place of Mooring, pile, beacon, navigation mark, hard, causeway, jetty, quay, wharf or similar structure within the Port without the prior written permission of the Harbour Master.
- (2) No person shall use a tool, other than an unpowered hand tool, to dig for lugworm, ragworm, crabs or any form of fishing bait within the Port and shall repair any damage (including filling in holes) caused by such digging as soon as reasonably practicable and in any event before leaving the area.

## 57. BAIT DIGGING FOR PERSONAL USE ONLY

A person within the Port shall not dig for lugworm, ragworm, crabs or any form of fishing bait other than for personal use.

## 58. UNAUTHORISED TRADING

No person within the Port shall engage in trade of any kind without the prior written permission of the Port Authority.

## Part 8 - Goods

## 59. GOODS IN THE PORT

The owner of any goods must ensure compliance with any terms and conditions which apply regulating the time, place and manner of discharging, loading or otherwise bringing into or removing those goods from the Port.

## 60. DISCHARGE OF DANGEROUS OR HAZARDOUS GOODS

The Master of a Vessel carrying Dangerous Goods or hazardous goods shall inform Shoreham Harbour Radio of the commencement and completion of cargo discharge.

## 61. GOODS OR EQUIPMENT CAUSING AN OBSTRUCTION

- (1) No person shall deposit or place any goods or equipment on Port Premises so as to:
  - (a) obstruct any operations there; or
  - (b) obstruct any Place of Mooring, transit or working area, road, bridge, building, structure, plant, machinery, equipment or apparatus or the access thereto;

without the prior permission of the Harbour Master,

(2) A person who contravenes paragraph (1), or the owner of the goods causing interference or obstruction, shall move or remove them, or cause them to be moved or removed, in accordance with the any directions of the Harbour Master.

## **62. OFFENSIVE GOODS**

The Master of any Vessel within the Port having on board any offensive goods, including anything giving off a smell, fumes or smoke, which may cause nuisance to other Port users, shall remove the Vessel and/or the cause of the smell, fumes or smoke from the Port if directed to do so by the Harbour Master.

## Part 9 – Additional Environmental Directions

## 63. DISCHARGE OF BALLAST WATER AND BILGE WATER

The Master of any Vessel within the Port Limits shall not discharge ballast water or bilge water without the prior permission of the Harbour Master.

## 64. DREDGING AND BEACH MATERIAL

- (1) No person shall dredge material from the seabed in any part of the Port Limits save as authorised by any enactment, or in pursuance of rights of ownership, without the prior permission in writing of the Port Authority.
- (2) No person shall remove any material (including stones and shingle) from any beach within the Port save as authorised by any enactment, or in pursuance of rights of ownership, without the prior permission in writing of the Port Authority.

## 65. FUEL AND BUNKERS

Any person loading or unloading fuel, or bunkers, to or from a Vessel within the Port must inform Shoreham Harbour Radio prior to the loading or unloading and shall comply with the Safe Bunkering Procedure published from time to time by the Port Authority.

## 66. REFUSE AND OTHER MATERIALS

- (1) No person shall deposit refuse anywhere on the Port, except in suitable receptacles that have been approved or supplied by the Harbour Master.
- (2) No person shall deposit or throw into the waters in the Port Limits, any material whatsoever, or place it in a position where it can fall, blow or drift into the waters in the Port Limits.

## 67. BRIGHT LIGHTS AT NIGHT AND FIREWORKS

## No person shall:

- (a) except in connection with safe and proper navigation, use lights, including lasers, laser pens, torches or other beams, in a manner which causes nuisance to others or constitutes or is likely to constitute a danger to navigation; or
- (b) let off any fireworks or pyrotechnics, other than those used for indicating distress or emergency;

without the prior written permission of the Harbour Master.

## 68. LOUD SOUNDS

- (1) No person shall sound, or cause, or suffer to be sounded, or used, in the Port a siren, distress rocket, musical instrument, radio, television, amplification equipment, computer, loudspeaker, gong, horn or bell or other instrument or appliance capable of producing loud sounds or alarm signals, in a manner which causes nuisance to others or a disturbance to wildlife, on any occasion or for any purpose, other than:
  - (a) in connection with safe and proper navigation; or
  - (b) as a recognised race sound signal for an Event authorised under Direction 17; or
  - (c) with the prior written permission of the Harbour Master.
- (2) The Harbour Master may require any engine, equipment or other machinery to be switched off if, in the opinion of the Harbour Master, it does or may cause a nuisance or disturbance.

## Part 10 - Miscellaneous

## 69. RESTRICTED COMMERCIAL AREAS

No person shall enter, or remain in, a Restricted Commercial Area without the prior authority of the Port Authority unless that person is actively engaged carrying on legitimate business related to the Restricted Commercial Area that they have entered or remain in.

## 70. JUMPING AND DIVING INTO WATER

- (1) No person within the Port shall jump or dive from any pier, quay or structure or the Port Premises into the water of the Port Limits.
- (2) No person shall jump or dive into the water of the Port Limits from any Vessel within the Port Limits.

A person will not be in breach of this Direction as a consequence of being in the water having capsized in a Vessel (whether as part of a capsize training exercise or as a consequence of sailing).

## 71. SWIMMING, SNORKLING, DIVING

(1) No person within the Port shall swim or use diving or snorkelling equipment or engage in underwater activities, other than within the Bathing Beach Areas, except with the prior written permission of the Harbour Master.

The Harbour Master will make available the criteria that must be met for the grant of consent and the terms and conditions that will apply to that consent.

(2) A person swimming or using diving or snorkelling equipment or engaging in underwater activities within the Port, outside the Bathing Beach Areas, shall comply with and ensure compliance with the terms and conditions stated by the Harbour Master when granting the prior written consent required under paragraph (1).

## 72. ANTI-SOCIAL BEHAVIOUR

- (1) No person within the Port shall act in a manner that, in the opinion of the Harbour Master:
  - causes or is likely to cause nuisance, harassment, alarm or distress to one or more persons; or
  - (b) that creates a risk to the safe and efficient operation of the Port.

## 73. LARGE GATHERINGS

No person within the Port shall take part in an organised gathering of more than 20 persons without the prior written permission of the Harbour Master.

## 74. FIREFIGHTING AND LIFESAVING EQUIPMENT

## No person shall:

- (a) Intentionally or recklessly obstruct the useful operation of, or tamper with any fire-fighting or life-saving equipment or apparatus, in the Port; or
- (b) use or remove any such equipment or apparatus except for the purpose of combating fire or saving life or with lawful authority for inspection or maintenance.

## 75. PUBLICATIONS

Except in the lawful exercise of a statutory power, no person shall publicly place, erect, or exhibit any notice, placard, advertisement or bill or distribute any leaflet, pamphlet, circular or other printed matter on Port Premises, without the prior written permission of the Harbour Master.

## **76. FIRE PREVENTION**

- (1) All persons shall take all reasonable precautions for the prevention of accidents or incidents by fire within the Port.
- (2) No person at any place where refuelling takes place shall:
  - (a) cause there to be, or have a naked flame of any sort, or a lit cigarette in these areas; or
  - use a mobile phone or any other portable electrical or electronic device in these areas.

- (3) No person shall use or retain a fuel bowser in the Port without the prior written permission of the Harbour Master.
- (4) The Master or owner of a Vessel within the Port shall not allow any fires, barbecues, or any other sort of naked flame (except for properly installed permanent cookers fitted inside any Vessel) on their Vessel or on Port Premises without the prior written permission of the Harbour Master.
- (5) No person shall carry out any hot work (including burning or welding) required for Vessel construction or maintenance until they have obtained a permit from the Harbour Master authorising the hot works; and that person shall ensure that the terms and conditions of the permit are fully complied with when the hot works are carried out.

## 77. DRONES

No person shall fly or operate a Drone within or over the Port without the prior written permission of the Port Authority, and then only in accordance with the terms and conditions on which any such permission is granted.

## Part 11 - Information, Obstruction and Penalties

## 78. DETAILS OF PERSONS, VEHICLES AND VESSELS

Any person within the Port shall on demand provide the Harbour Master with:

- (a) that person's name and address; and
- (b) details of any Vessel or Vehicle within the Port of which that person has knowledge including the name and address of its owner and/or Master.

## 79. GIVING INFORMATION TO AUTHORISED OFFICERS

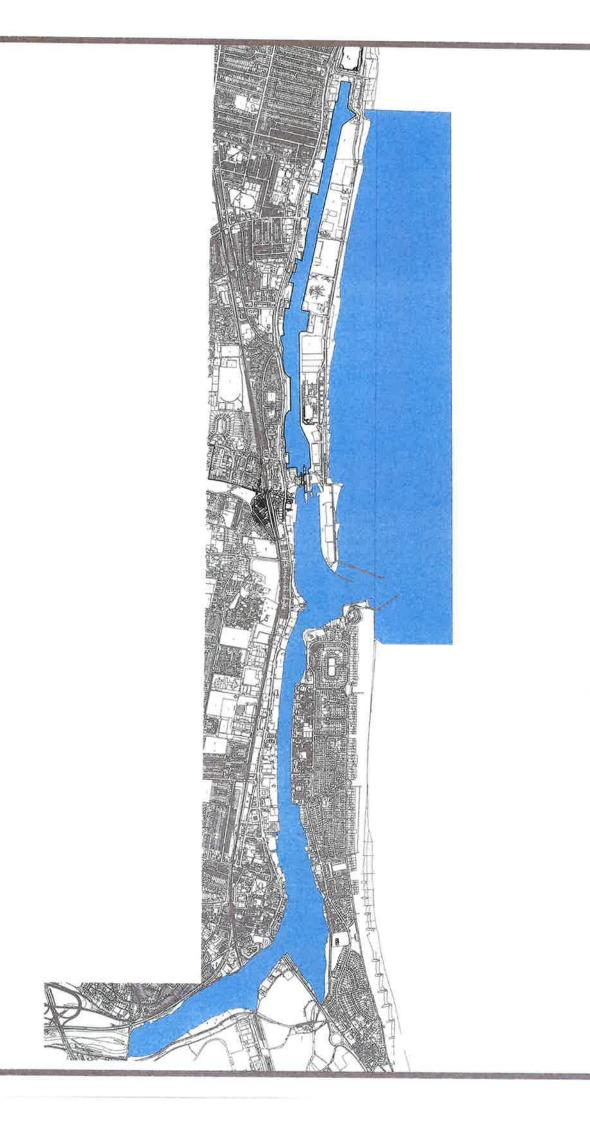
Any person found committing an offence or suspected of committing an offence against these General Directions shall, if asked, give to any authorised officer of the Port Authority their name and address and shall produce such means of identification as that person may have.

## 80. OBSTRUCTION OF OFFICERS OF THE PORT AUTHORITY

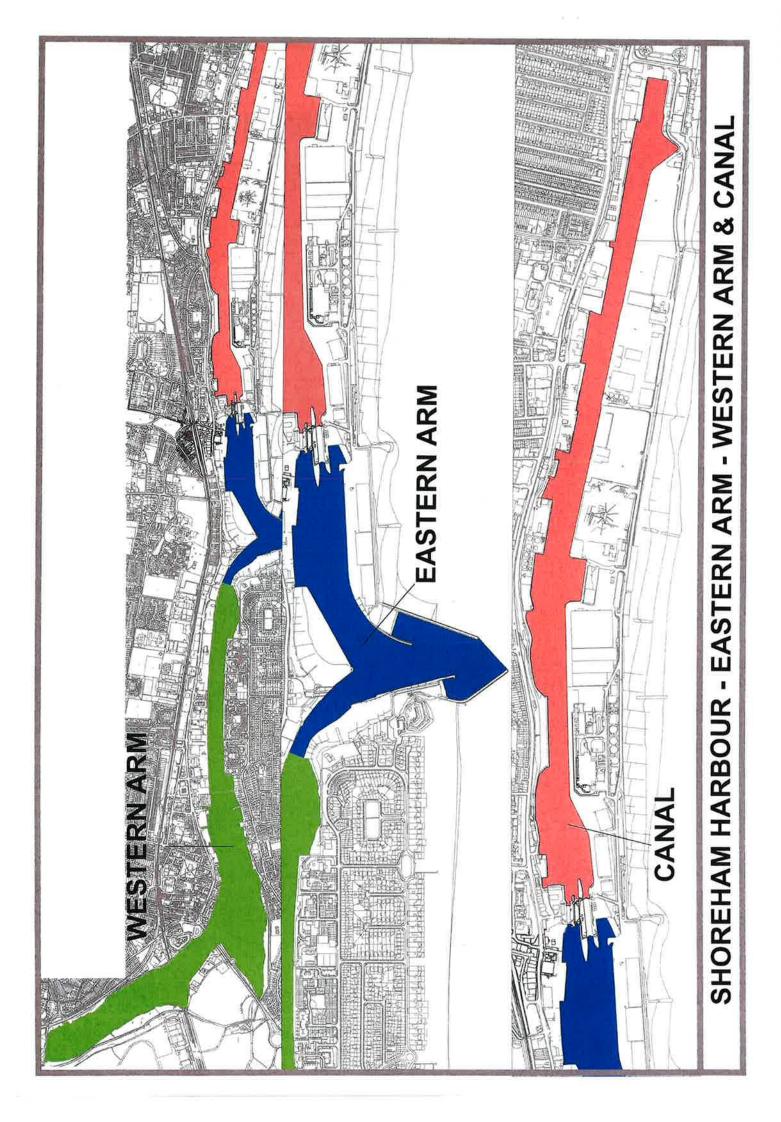
No person shall intentionally obstruct any officer or employee of the Port Authority in the execution of their duties.

## 81. PENALTY PROVISIONS

- (1) By virtue of Article 8 of the 2021 Order any person who fails to comply with a General Direction shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 4 on the standard scale.
- (2) In any proceedings for an offence under paragraph (1), it shall be a defence for the person charged to prove that they took all reasonable precautions and exercised all due diligence to avoid the commission of the offence.



## SHOREHAM HARBOUR LIMITS TO MEAN HIGH WATER





# SHOREHAM HARBOUR - RESTRICTED COMMERCIAL AREA

