one and all onen hag oll
CORNWALL COUNCIL

Your ref: Inside Categorised Waters
My ref: Boat Licences
Date: 2021

BOAT LICENCES – INSIDE CATEGORISED WATERS

Please find enclosed the appropriate Boat Licence application forms.

The charges are as follows:

1 – 2 Persons	£35.00
3 – 4 Persons	£68.00
5 – 6 Persons	£102.50
7 – 12 Persons	£137.00

Please complete and return **the application forms** and **all relevant documentation** to Truro Harbour Office. You can also email harbouroffice@cornwall.gov.uk. Upon receipt of this we will telephone you to take a card payment for the fees, after which we will contact you to schedule a convenient appointment for the examination.

If you have more than one vessel please ensure that we receive all your applications at the beginning of the season.

Please be aware that your insurance policy should meet the minimum requirement of £3,000,000 for third party liability, please ensure that your insurance cover is adequate.

If you have any queries regarding the above, please do not hesitate to contact us.

Yours sincerely

Pat Williams
Maritime Assistant (Administration)
Truro Harbour Office
Tel: 01872 272130
Email:harbouroffice@cornwall.gov.uk

one and all onen hag oll
CORNWALL COUNCIL

CORNWALL COUNCIL

APPLICATION FOR PASSENGER BOAT LICENCE

Public Health Acts Amendment Act. 1907 - Section 94 and various other Harbour Orders.
The Code of Practice for the Safety of Small Vessels in Commercial Use for Sport or Pleasure Operating from a Nominated Point.
Inland Waters Small Passenger Boat Code.
South West Regional Ports Association Guidelines for Licences of Boats and Boatmen.

I hereby apply for a licence to carry passengers or to hire out a vessel under the above Act

NOMINATED DEPARTURE POINT(S) - .....

LIMITS OF AREA OF OPERATION - .....

Name of Vessel			Description of Vessel		
Maximum No. of Persons Aboard			Date of Build		
Name & Address of Owner / Managing Agent Email address					
Length Overall		Identification No			
Insurer		Policy No.		Date	

A copy of insurance details *must* be attached as licenses will not be issued without it
Insurance requirement: Every boat owner shall have in force for the whole of the period of the licence a valid insurance policy with an insurance company satisfactory to the Council against any claims which may be made by any passenger, hirer or any other third party. The boat owner shall request the insurance policy to endorse on each policy the Cornwall Councils interest. No licence shall be issued until such insurance policy has been produced. Insurance shall be not less than £3,000,000 in respect of any one incident and shall be renewed as may be necessary.

I enclose herewith a fee of .....

I understand that the submission of this application form and payment of the fee does not entitle me to operate a boat for hire until the license has been issued. I undertake to notify the Council when my boat and equipment are ready for inspection and to supply the necessary details of insurance cover along with signed certificates of seaworthiness and engine inspection. I declare that I am the owner / operator of the vessel.

Signed ..... Date 2021

CERTIFICATION

Name of Vessel: .....

Seaworthiness of Hull

1 I certify that I have examined the above vessel and found it to be of sound and seaworthy construction and in all respects safe for the conveyance of passengers.

2 I certify that I have no interest in the ownership or operation of this vessel

Signed ..... Date .....

Name in Block Capitals .....

Engine Survey

I certify that I have examined the machinery of the above named vessel and found it to be of sound and safe mechanical condition.

Signed ..... Date .....

Name in Block Capitals .....

Owners Warranty and Undertaking

I warrant that the above vessel is in every part sound and in complete repair, clean and in a stable condition and is properly equipped with all gear, tackle, machinery and other requisites for its safe management and navigation and I undertake to inform the Council of any accident, defect or damage as soon as possible.

Signed (Owner or Operator) ..... Date .....

This form must be returned to: Truro Harbour Office, Town Quay, Truro, TR1 2HJ
before any inspection may be arranged.

Privacy Statement – Maritime

Who will control my data?
The Data Controller for all the information you provide is Cornwall Council, New County Hall, Treyew Road, TruroTR1 3AY. Data Protection Registration Number: Z1745294

There's something I don't understand
If you need help in understanding or completing this form, please contact the Maritime Team on telephone number 01872 272130 or by emailing harbouroffice@cornwall.gov.uk

How we will use the information about you
The information you provide on this form will be used to contact you regarding Mooring/Maritime Facilities and will be held securely within Cornwall Council's secure network, the Maritime Asset Database and premises and will not be processed outside of the UK. Access to your information will only be made to authorised members of staff who are required to process it for the purposes outlined in this privacy notice.

Who else will we share your information with?
Your information would only be shared after specific agreement with yourself, either by telephone, email or in writing.

How long will you keep this information for?
Your information will be kept for the duration of the mooring/facilities allocation after which time it will be kept archived for 7 years for financial records.

What are my data rights?
Your personal information belongs to **you** and you have the right to:

- be informed of how we will process it
- request a copy of what we hold about you and in commonly used electronic format if you wish (if you provided this to us electronically for automated processing, we will return it in the same way)
- have it amended if it's incorrect or incomplete
- have it deleted (where we do not have a legal requirement to retain it)
- withdraw your consent if you no longer wish us to process
- restrict how we process it
- object to us using it for marketing or research purposes
- object to us using it in relation to a legal task or in the exercise of an official authority
- request that a person reviews an automated decision where it has had an adverse effect on you

How do I exercise these rights?
If you would like to access any of the information we hold about you or have concerns regarding the way we have processed your information, please contact:
Data Protection Officer
Cornwall Council
County Hall
Truro
TR1 3AY Tel: 01872 326424, Email: dpo@cornwall.gov.uk

I don't agree with something
We would prefer any complaints to be made to us initially so that we have the opportunity to see if we can put things right. However, if you are unhappy with the way we have processed your information or how we have responded to your request to exercise any of your rights in relation to your data, you can raise your concerns direct with the Information Commissioner's
Office Tel No. 0303 123 1113 https://ico.org.uk/concerns/

☐ I confirm that I have read the information above and that I agree to my information to be used for the purpose described.

RECOMMENDED LIST OF HULL AND ENGINE SURVEYORS - Truro/Penryn/Helford

Please let us know if there are any other companies that you feel should be added to this list - Harbour Master

SURVEYOR	LOCATION	PHONE/FAX	MOBILE	E-MAIL	HULL	ENGINE	BOTH
AJ Marine (Adrian Hingston							
Albion Yacht Surveys	Gweek	0800 2343579	07786 057694	info@albionyachtsurveys.com			✓
Cellar Marine	Porthallow	01326 280214/ 01326 280334		john@cellarmarine.com		✓	
Coastal, Diesel & Transmission	Falmouth	01326 313332/ 01326 313334				✓	
Copeland, Will -Copeland Yacht Surveys Ltd	Mylor	01872 863544	07979 707100	info@yachtsurveys.biz			✓
Cox, D - M.Sc YBDSA - David Cox Marine Surveyors & Consultants Ltd.	Penryn	01326 340808	07970 444247	davidcox@talktalkbusiness.net			✓
Falmouth Boat Construction Ltd	Falmouth	01326 374309		enquiries@falmouthboat.co.uk			✓
Falmouth Harbour Marine Services	Falmouth	01326 315795		email@fhms.co.uk			
Freshwater Boatyard	St Mawes	01326 270443		office@freshwaterboatyard.com			✓
Gaffers & Luggers - Sam Heard	Mylor Bridge	07977 239341		samheardmylor@hotmail.co.uk	✓		
Healey, Nick	Falmouth	01326 210562	07881 507865	info@nickhealey.co.uk	✓		
JE Marine	Truro Penryn Falmouth	01872 863386	07870 582851	jemarine@hotmail.co.uk			
Kerridge, Paul - Marine Surveyors & Cons. Ltd.	Falmouth	01326 316271	07977 269284	info@paulkerridge.co.uk			✓
Llewellyn, D - D L Marine Ltd	St Just in Roseland	01872 580272	07973 523329	dlmarine@btconnect.com			✓
Milton, Jonathan - Jonathan Milton Marine Surveys	Portscatho	01872 580500	07971 093631	info@jonathanmilton.co.uk	✓		
Munday, Ian - Ashley Hse Marine Yacht & Small Craft Surveyor	Falmouth	01326 312312	07802 385222	ah.marine@gmail.com			✓
Mylor Yacht Harbour	Mylor	01326 372121		enquiries@mylor.com info@mylor.com			✓
Pasco's Boatyard	St Just in Roseland	01326 270269		office@pascosboatyard.co.uk			✓
Patten, Martin - Marine Techniques	Penryn	0800 148 8150		admin@marine-techniques.co.uk			✓
Pizey, Julian	Truro	01872 870790	07774 004577	pizeyyachtsurveys@honey.f9.co.uk	✓		
Powerfal	Falmouth	01326 377160/ 01326 377161		service@powerfal.co.uk		✓	
R Pearce & Co.	Penryn	01326 375500/ 01326 369540		admin@rpearce.co.uk			✓
Robin Curnow	Penryn	01326 373438/ 01326 376534		info@robincurnow.co.uk		✓	
YBDSA enquiries office	National	01730 710425		info@ybdsa.co.uk			

Boatmen and Boat Operators
2021 Season

Reminders for 2021 Season

Boatmen and Boat Operators are reminded that they are responsible for maintaining valid Boat and Boatman Licences. A Boatman in charge of a licenced boat must have a valid Boatman's Licence which must be renewed annually on application and payment of the advertised fee. Spot checks will be implemented by harbour staff during the 2021 season..

Inflatable Lifejackets: This type of lifejacket is increasingly popular with boat operators and their customers; however they require regular checks and annual maintenance.

For this type of lifejacket to be considered as part of the 100% provision for passengers and crew maintenance, records and evidence of regular checks will be required. A bi annual independent check by a service agent will also be required evidenced by individual lifejacket service certificates or a group service certificate. We may request sight of the maintenance records.

We have provided a list of hull and engine surveyors, but please let us know if there are any other companies you would like us to consider adding to the list.

A number of operators have not yet programmed their DSC VHF radios; we will be checking that a radio licence is held when we renew your licence this year.

Mark Killingback
Harbour Master Truro & Penryn
Truro Harbour Office
Tel: 01872 272130
Email: mkillingback@cornwall.gov.uk

one and all
CORNWALL COUNCIL

CORNWALL COUNCIL
PLEASURE BOATS AND BOATMEN

PUBLIC HEALTH ACTS AMENDMENT ACT, 1907 – SECTION 94
AND VARIOUS OTHER HARBOUR ORDERS

TERMS AND CONDITIONS Prescribed by Cornwall Council FOR LICENCES for:-

(a) PLEASURE BOATS and PLEASURE VESSELS to be let for hire or to be used for carrying passengers for hire and
(b) BOATMEN or PERSONS ASSISTING in the charge or navigation of such boats and vessels

Licences will run for a specified period in every year, but may be suspended or revoked by the Council whenever it shall deem such suspension or revocation to be necessary or desirable in the interest of the public, and in particular:-

(a) if a boat suffers and damage or deterioration caused by accident or otherwise and in the case of suspension and until such damage or deterioration is repaired and made good to the satisfaction of the Council's Harbour Master after a special survey for the purpose, and
(b) for misconduct in the case of a boatman or person assisting in the charge or navigation of a boat or vessel.

APPLICATIONS FOR LICENCES

Application for licences must be made to the Truro Harbour Office, Town Quay, Truro with the appropriate fee. Application forms are supplied free on request.

Applications for boat licences should be made before the 1st April each year.

Applications for boatmen's licences may be made at any time.

INSPECTION
Applicants must liaise with the Truro Harbour Office to arrange the place and time at which the Council will examine boats. Any person who fails to produce their boat for inspection on the day appointed will be required to produce their boat for a special survey at such place and time as the Council shall direct and may be charged a special survey fee.

At the time of any survey all the equipment appropriate to the class of boat and intended use shall be provided for inspection, clearly marked with the boat's name or other identifying mark.
No boat will be licensed which is not sound or seaworthy in the opinion of the Harbour Master or nominated representative or which does not carry the equipment as required by the Council.

BOATS LICENSED BY OTHER AUTHORITIES
A licence is not required from Cornwall Council for any boat which is currently licensed by the Maritime and Coastguard Agency (MCA) or an approved licensing authority.

NUMBER OF PERSONS
No person shall carry or permit to be carried in any pleasure boat or pleasure vessel a greater number of passengers for hire than shall be specified in the licence applying to such boat or vessel, and every owner of any such boat or vessel shall, before permitting the same to be used for carrying passengers for hire, paint or cause to be painted in letters and figures not less than 2.5cm / 1 inch in height and 2cm / ¾ inch in breadth, on a conspicuous part of the said boat or vessel:-

(a) the name of the licence holder
(b) the number of persons which it is licensed to carry, in the form: "Licensed to carry ..... persons";
(c) the name of the boat

DAMAGE OR DETERIORATION TO BE REPORTED
The holder of a boat licence or a boatman's licence must report to the Maritime Officer within 24 hours of any case of the boat under his control having suffered damage or deterioration caused by collision, accident or by any other means.

BOATMAN'S LICENCE
Any boat carrying persons for hire (i.e. not self-drives, sail boards, personal water craft (PWC) etc.) must be accompanied at all times by a licensed Boatman.

BOATMEN
Applications for a boatman's licence may be made at any time but a licence will not be granted to any person unless the applicant satisfies the Harbour Master of his fitness to hold such licence by passing an examination. The syllabus of such examination will upon request be supplied free of charge by the Maritime Officer.

LIMITS OF OPERATION
No boat shall operate outside the limits endorsed on the licence. A legible notice shall at all times be displayed in a conspicuous part of the boat or vessel clearly stating the seaward extent of the limits beyond which the boat or vessel is not permitted to go.

RECOGNITION OF BOATS
Every licensed boat will be allocated a registration number and letter which must be clearly painted on each bow in letters not less than 10cm / 4 inches high.

RECORD OF HIRERS
Every owner or person operating a licensed boat, which is not accompanied by a licensed boatman and which is permitted or likely to proceed out of sight of the owner or person operating the boat, shall keep, or cause to be kept a record of the name and address of the hirer of the boat, until such person returns in safety.

SUSPENSION AND PENALTIES

Section 94 of the Public Health Acts Amendment Act 1907, and other various Harbour and Port Harbour Orders, makes it an offence to hire out an unlicensed boat, and the regulations will be strictly enforced by the Council.

CLASSIFICATION OF BOATS

REGIONAL STANDING COMMITTEE'S RECOMMENDATIONS

S.W. Category 1
Hire Boats
Small boats, including beach floats, pedaloes, canoes, water-ski craft, power surfboards, sailboards, self-drive hovercraft, self-drive motorboats, jet-skis (PWCs) and parascending craft; let for hire whether in the charge of a licensed boatman or not. Suitable only for operation in daylight, favourable weather and in categorised waters A to D (refer to page 11).
Special Restriction A and B to apply (see below).

S.W. Category 2
Inshore Pleasure Trip Boats
Small boats in the charge of a licensed boatman plying for hire or let for hire .. as for S.W. Category 1 with Special Restriction A to apply.

S.W. Category 3
Craft of the type operated from the beach (such as pedalos, floats and other such craft adapted to go in the water) hired out and not in charge of a licensed boatman.

SPECIAL RESTRICTIONS for use with the above S.W. Categories.

Special Restriction A. Not to be hired for use (or used for the carriage of passengers) except between 1st April (or Good Friday if that date be earlier than 1st April) and 31st October in any year.

Special Restriction B. Not to be hired for use (or used for the carriage of passengers) other than between the times of sunrise and sunset. NOTE: Vessels operating in daylight but outside the hours of sunrise to sunset, are required to carry appropriate navigation lights.

OPERATIONAL AREAS

Categorisation of Waters:-
Operational Limits as classified by extracts from Merchant Shipping Notice No. 1719 (M).

Region: Falmouth & Helford

Category C
Within a line from St. Anthony Head to Pendennis Point

Category D
In winter within line from St. Anthony Head – Rosemullion Point
In summer within a line from St. Anthony Head to Nare Point

Region:- Tamar

Category C
Within a line from Mount Batten Pier to Raveness Point through Drake Island.

Category D
Within a line from Cawsand to Breakwater to Staddon

Other Regions Please contact Harbour Office, Truro

EQUIPMENT

Recommendations for the Minimum Standards of Equipment.

Cat C Waters

1. Painter.
2. Bilge Pump (if practicable) and bailer or bucket.
1. Lifejackets available for 100% of passengers and crew (See note 9).
   (Powered or Sailing Craft):-
2. Approved alternative means of propulsion (e.g. paddles).

3. One lifebuoy for boats carrying not more than six persons, otherwise two lifebuoys.
4. Together with the lifebuoys in 5 above, approved buoyant apparatus to support 100% of passengers and crew.
   (a) This buoyant apparatus may be made up to standard M.C.A. lifebuoys and/or built-in buoyancy,
   (b) Regard may be had to built-in buoyancy, only if adequate and suitable grab lines, rails or bilge keels are provided and maintained.
5. Notice stating:-
   (a) Location and effect of local weather signals.
   (b) Restrictions on area of operation, including a warning that the craft is not to enter areas buoyed for swimmers.
   (c) Emergency procedures.
6. Anchor and Rope. Anchor should be of sufficient mass for type and size of vessel. Anchor rope should be of suitable length for depth of water in area of operation.

Cat D WatersAs above plus:-

7. (Powered Boats) Two approved fire extinguishers.
8. Buoyant heaving line at least 30 metres in length with M.C.A. approved rescue quoit.
11. Boat hook.
12. Klaxon, foghorn or other approved noise signal.
13. A sufficient First Aid kit.
14. Navigation lights in accordance with current Merchant Shipping Regulations.
15. Approved orange smoke floats (two).
16. Suitable tool kit
17. One water-resistant torch.

General Notes.

1. Where practicable, licensed self-drive motor boats shall be fitted with propeller guards.
2. Whilst vessels are generally restricted to daylight operation, if operating outside of the hours of sunrise to sunset, navigation lights must be fitted.
3. Boats owned by clubs should be required to comply with these recommendations if carrying persons who are not members of the club.
4. i) Inboard Engine - Fire Precautions.
   In any boat licensed under S.W. Categories 1, 2 or 3 fitted with an inboard engine, the engine should be separated from the accommodation space by a bulkhead or the engine should be enclosed in a box.
   ii) Any engine space should be so arranged that in the event of a fire occurring within the
   space, the fire extinguishing medium can be retained for sufficient time to extinguish the fire.
5. Calor Gas Installation. Where a Calor gas installation is fitted to any licensed boat, the installation shall, where practicable, comply with the provisions of Merchant Shipping Notice No. 984 relating to Open Flame Gas Installations.
6. Sailing craft licensed under these rules shall be provided with one safety harness to CEN specifications for each person on board.
7. Where a higher standard of equipment than those recommended above is required for any boat by reason of any statutory order or provision or any requirements of the M.C.A., such higher standards shall be applied.
8. The local licensing authority may waive or reduce any requirement of restriction on account of the special circumstances of any boat in relation to its type of construction, standard of equipment and the trade in which it is engaged.
9. For vessels operating inside harbour limits, buoyancy aids/lifejackets of 100N CEN 395 are recommended as minimum. For vessels operating outside categorised waters, lifejackets of 150N CEN 396 are recommended. However, dispensations may be considered to
10. 'trip' boats in S.W. Category 3, in accordance with MSA Class V1 passenger ships, which are allowed to provide lifejackets/buoyancy aids of 100N CEN 395.

GENERAL

Annual Hull Survey:
A licensed boat shall be surveyed annually by the licensing authority's surveyor or by a surveyor approved by the licensing authority and no licence shall be issued in respect of any boat until the surveyor is satisfied that the boat is of sound construction, has adequate stability and is in a fit state and equipped to operate within its designated area.

The surveyor shall examine and report on the structural condition of the hull and shall examine and report on the propulsion machinery, the electrical and pumping installations – but only in so far as these affect the seaworthiness of the boat.

The licensing authority shall maintain a list of approved surveyors, whom it is recommended shall have adequate professional indemnity insurance cover.

Reporting Procedure:
The operator or skipper of every licensed boat shall before proceeding to sea, inform the coastguard, harbourmaster, port authority or other responsible body or nominated agent registered and approved by the licensing authority, stating the name of the boat, its destination, the number of persons on board the boat and the approximate time of its return.

Insurance:
All licensed boats shall carry adequate passenger liability and third party insurance cover to a minimum amount of £3,000,000.

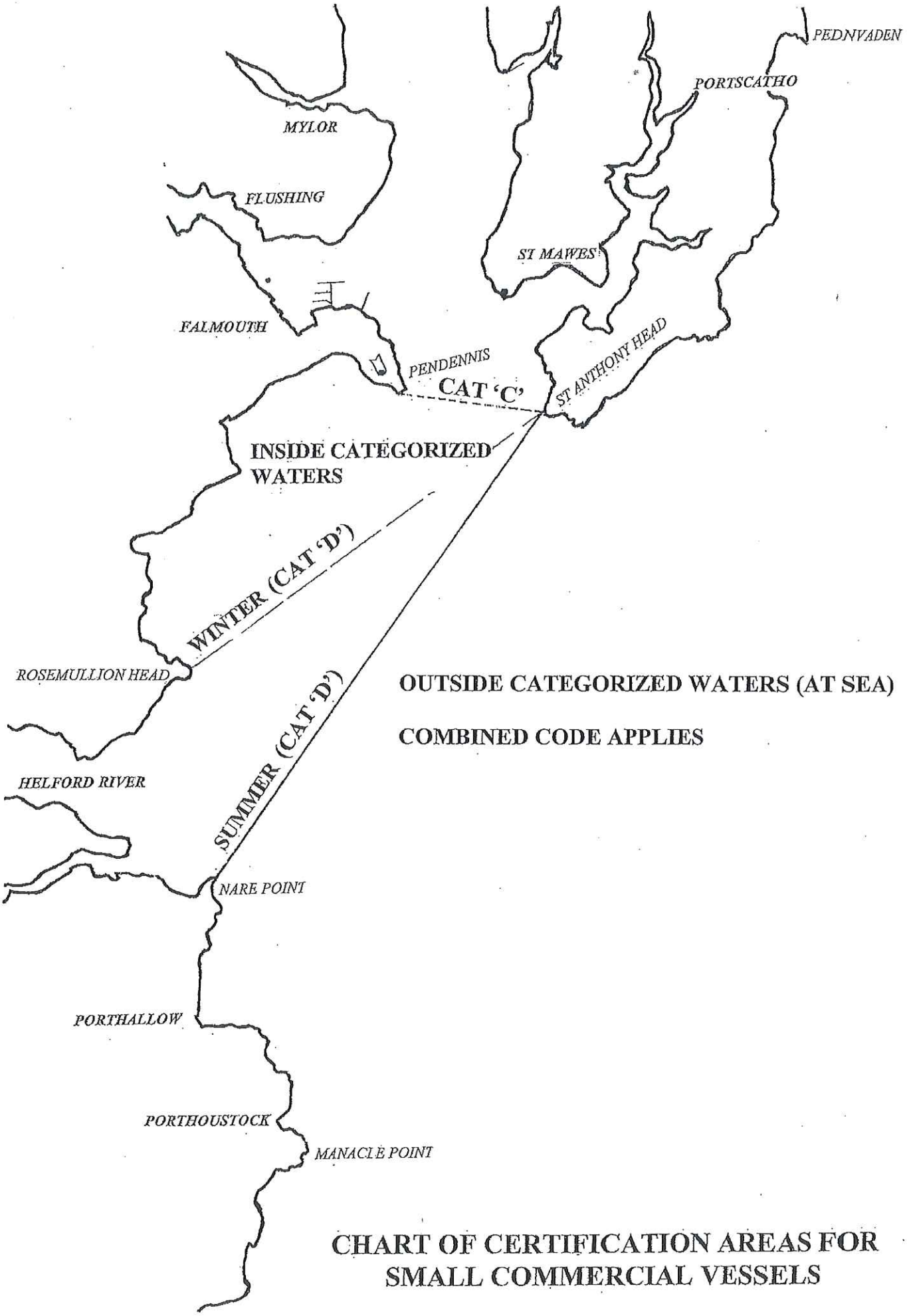

CHART OF CERTIFICATION AREAS FOR SMALL COMMERCIAL VESSELS