

Aquatic event authority application process

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What is an aquatic event authority?

Any individual or organisation proposing to hold an aquatic event (for example swimming races, sailing and yachting regattas, water-skiing competitions, powerboat races and fireworks displays) **where the event is likely to affect the normal operation of ships in the area of the event**, must obtain the consent of Maritime Safety Queensland.

If the consent to hold an aquatic event is granted, Maritime Safety Queensland will issue an aquatic event authority with conditions imposed, specific to the event to ensure marine safety for all waterway users in or near the event area. Maritime Safety Queensland may consent to the holding of single aquatic events (for example power boat races) or multiple aquatic event periods for up to 12 months (for example sailing or yachting regattas).

Applicants may apply for multiple three-monthly authorities at one time. Individual three-monthly authorities may be issued and the relevant fees will apply to each authority.

It is an offence under the *Transport Operations (Marine Safety) Regulation 2016* to hold an aquatic event without appropriate consent. Maximum penalty for non-compliance - 50 penalty units.

In some watercourses, certain activities are prohibited; speed limits are imposed; or aquatic events have already been scheduled to occur. To avoid disappointment, applicants are encouraged to access the following links at Maritime Safety Queensland's website, [restricted areas](#), [speed limits](#) and [scheduled aquatic events in Queensland](#) before submitting an application.

For further details about aquatic events contact your [Maritime Safety Queensland regional office](#).

Application process

To make an application to hold an aquatic event you must complete an Aquatic Event Authority Application form, pay the appropriate fee and provide supporting documentation.

The responsibility lies with the applicant to provide Maritime Safety Queensland with satisfactory documentation and information to support the application.

Applications are to be submitted to the relevant [Maritime Safety Queensland regional office](#) no less than 30 days prior to the proposed start date for low risk events (for example sailing and yachting regattas, swimming races). For high risk events (for example water-skiing competition, power boat race and fireworks display) an application must be submitted no less than 90 days prior to the proposed event as other entities who may have an interest in the event will need to be consulted, (for example relevant local government, Queensland Water Police, Queensland Boating and Fisheries Patrol, Department of Environment and Heritage Protection and the Great Barrier Reef Marine Park Authority). An application may be refused if there is insufficient time to allow for due consideration of all marine safety aspects.

Aquatic event authority application

The following is required for Maritime Safety Queensland to consider an aquatic event authority application:

- A completed aquatic event application form (F1562), available from the Maritime Safety Queensland website.

- The payment of the [prescribed fee](#). Payments may be made by mail or in person. Payment options include: cash, cheque, money order, EFTPOS debit and credit card.

The following information is also required to process an aquatic event authority application:

Evidence of identity

- Individuals – examples include Queensland driver licence, adult proof of age, industry authority or marine licence indicator card. Any copies provided should be certified.
- Organisations – examples include certificate of association/incorporation, certificate of registration as a business name, Australian company number, Australian business number, or a cheque displaying the company number.

Event details

- The title of the proposed event.
- Marine incident history.
- A description of the type of event to be held.
- The number and type of ships participating in the proposed event.
- Licensing and registration requirements.
- The date/s of the proposed event.
- The name and contact details of the marshal/coordinator/organiser during the event.
- The location of where the proposed event is to be held.

Note: A copy of either a detailed chart/map or a copy of a legible extra of a UBD is acceptable and must include details such as proposed courses, distances and area – coordinates; position and number of any temporary marker buoys and other placements. If the event program is available, include it with the application.

Safety and emergency system

A safety and emergency system is to cater for any incidents or situations that may pose a threat to life, health or property.

Examples include:

The *Safety Management Plan* should include the following information:

- An assessment of the risks associated with the event. Consideration must be given to prevailing conditions on each part of the event area rather than a single assessment for the entire area.
- Communications arrangement (between safety ships, event organisers, officials, marshals, participants, safety authorities and emergency services).
- Provision of emergency, lifesaving and safety equipment for the immediate use of all participants in the event of an emergency.

- The positioning of suitably crewed and equipped safety ships.
- Provision of first aid facilities.
- Arrangements to ensure material safety and the personal safety of all spectators, non-participants and participants.
- Arrangements to ensure that spectators are kept at a safe distance.

The *Emergency Response Procedure* should include the following information:

- Responsibilities of relevant personnel.
- Anticipated types of emergencies.
- A contingency plan for response to emergency situations. The safety management and emergency response arrangements must recognise the need to maintain control over the event area and should the need arise, suspending the event if there be a risk of serious injury to participants.
- Emergency response team should be trained to carry out the contingency plan.
- Location of suitable Medivac or emergency area.
- Life Support rendezvous point.
- Emergency communications.

Public liability insurance

- Evidence of public liability insurance for the proposed event that provides cover for participants involved with the event and any damage to ships or property associated with the event.
- The insurance must provide cover for at least \$20 million and name “*The State of Queensland acting through the Department of Transport and Main Roads*” as an interested party.

Fireworks displays

The use of fireworks in Queensland is administered by the Department of Natural Resources and Mines (DNRM). If a fireworks display is part of the proposed aquatic event, applicants are advised to contact that Department. For additional information refer to the [planning a fireworks display](#) website

Exemption from Queensland maritime legislation.

Aquatic event authority applicants may apply to Maritime Safety Queensland for an exemption of a provision under the *Transport Operations (Marine Safety) Regulation 2016* for participants and/or ships participating in the proposed event.

Maritime Safety Queensland must be satisfied that by granting the exemption, it will not adversely affect marine safety or the effectiveness and efficiency of the Queensland maritime industry.