

Canterbury City Council

Pleasure Boat

Operator's Licence

This licence is issued in accordance with the Canterbury City Council's Constitution and the Public Health Acts Amendment Act 1907.

The Licence is valid until
31 March 2028

The holder of this licence is authorised to carry passengers and / or hire vessels under the terms and conditions set out hereafter.

The licence is issued to: Canterbury Punting Company

In accordance with Section 2 of the Public Health Acts Amendment Act 1907

"Any such licence may be granted for such period as the local authority may think fit, and may be suspended or revoked by the local authority whenever they shall deem such suspension or revocation to be necessary or desirable in the interests of the public"

This licence is not transferable and is issued subject to compliance with conditions of Canterbury City Council.

This licence can be surrendered or revoked by the Licensing Authority.

Issued on behalf of Canterbury City Council by



Simon Thomas
Head of Planning and Health
Dated: 29th March 2023

**Licence conditions for:
operators
vessels
boatpersons and chauffeurs**

An operators, vessel or boatpersons / chauffeurs licence may be suspended or revoked if the council considers it necessary or desirable in accordance with Section 94(2) Public Health Acts (Amendment) Act 1907

Boatpersons / chauffeurs licences are granted for a period of one year

Operators / vessel licences shall be granted for five years

All licences remain the property of Canterbury City Council at all times.

An applicant may as part of your application, tick only the conditions that apply to that licence holder. The council reserves the right to add any condition that is considered to be appropriate.

1.0 Operators

Operators will provide a Safety Management System (SMS) based on the relevant scope and content of the Inland Waterways Small Passenger Boat Code. The SMS will address company policy, vessel equipment, conditions and boatperson / chauffeur training and qualification. The SMS requirements are summarised at Appendix 'I'.

Operators are recommended to carry public liability indemnity insurance of a minimum cover of £5,000,000.

The operator's licence and insurance policy must both be in the same name of the person(s) or company.

The operator shall notify the council prior to any change in the policy or on the expiry or determination of the policy.

The operator shall produce the policy together with the current premium receipt and full policy details to the council before the licensing authority issues the licence.

All pleasure boat operators and boatpersons / chauffeurs shall meet the relevant standards set out in the Maritime and Coastguard Agency's publication:

*'Sound practice, safer waters:
Inland waters small passenger boat code'.*

(The MCA small passenger boat code).

The safety of passengers must be the operator's first concern. Operators may not let their boats for hire or carry passengers for hire in their boats in bad weather or river conditions when any reasonable and experienced operator, having proper consideration for the safety and comfort of his passengers, would not do so.

1.1 Company Policy

The company policy statement should include following:

- company name and brief description
- type, description and numbers of vessels including passenger capacity
- geographical scope of operation
- periods and hours of operation
- commitment to the safety of passengers and crews
- commitment to the maintenance and good appearance of the vessels
- commitment to formal training and certification
- commitment to environmental protection
- commitment to consideration and courtesy to all river users
- managing director's signature.

1.2 Duty Manager / Company Spokesperson

Whilst passenger carrying operations are underway there must be a 'Duty Manager / Company Spokesperson' available who is both empowered to represent the company and make tactical decisions should circumstances dictate. The Duty Manager must be contactable and be aware of the approximate location of craft under his or her control including the numbers of passengers on each trip; it is noted that not all operators will be able to give precise numbers on every trip.

1.3 Display of licence and conditions

The operator's licence and conditions shall be prominently displayed for viewing by passengers or available on request:

- in the operators' booking office
- on a marketing stall
- on the business / company's website.

1.3.1 Sales / touting areas

Neither operators or their representatives shall enter any other operator's sales / touting zone to engage in underhand, inappropriate or unethical sales practices etc. Operators and staff may invite different operators or staff into each other's sales / touting zones to speak to each other.

All licensed operators may make sales via the internet, social media, telephone etc.

All licensed operators may issue promotional material, eg flyers, leaflets, advertising, newspaper promotions etc to the public in Canterbury city centre providing they do not harass or cause a nuisance to anyone and in places such as public houses, restaurants, hotels, visitor centres, museums, car parks etc with the premises / land owner's permission.

CASWA will develop a Code of Practice to ensure that each operator's staff is behaving appropriately when handing out flyers in the Canterbury city centre. This includes taking all reasonable responsibility for matters concerning litter.

Each sales / touting zone is defined as follows

- (i) **Canterbury River Boat Tours Ltd** operating and sales from the Weavers Bridge. The area permitted on the bridge is restricted to 50% of the span of the Weavers Bridge from the Weavers Cottage side of the bridge and extending from the railings to the edge of the pavement. The public must have clear unimpeded access to the remainder of the bridge and views of the river. The operator is also permitted to make sales at staging points.

The operator and its staff must not impede the public from viewing the river from the bridge.

The operator is permitted to use a lectern and four advertisement boards in the sales / touting zone.

Staff are permitted to leave the designated sales / touting pavement area in order to manage large groups and / or allow members of the public to view the river.

- (ii) **Canterbury Punting Company** operating and sales from public steps in Water Lane adjacent to 22 Stour Street, the Water Lane Coffeehouse and a designated street trading pitch on the High Street.
- (iii) **Canterbury River Navigation Company** operating and sales from Westgate Grove steps in Westgate Garden adjacent to Westgate Grove and adjacent to the Wincheap Park and Ride Car Park. The operator is permitted to place two 'A' boards by Westgate Towers.
- (iv) **Grove Ferry River Trips** operating and sales from Grove Ferry River Trips' vessel.

- 1.3.2 The operator, or any member of staff or anyone associated with the operator shall not remove, destroy or steal the promotional material of any other operator or interfere with the marketing or advertising arrangements put in place locally, nationally and globally by any other operator. Any criminal allegation of criminal damage or theft should be reported to the police for investigation.

No promotional material or advertising which has the effect of confusing or misleading a member of the public by appearing to provide a service similar to another operator's service shall be permitted. It is recommended that all promotional material, logos, style / layout / branding etc is submitted to CASWA for agreement. If CASWA cannot resolve issue, the matter will be referred to Head of Safer Neighbourhoods when there is a material change in design, logo etc to avoid any duplication, similarity etc of another operators' material. The Head of Safer Neighbourhoods has the discretion to reject the any altered, new material, uniforms etc if it replicates or is so similar to another operators' material, uniforms etc.

Neither the operator nor members of the operator's staff shall

- (i) obstruct the path of the public
- (ii) make reference to a competing operator in a detrimental manner, city centre operators may explain to potential customers the very different experiences offered by each of the operators, ie rowing / punting, commentary etc
- (iii) call out or hawk for business within 20 metres to other operator's designated sales zones
- (iv) act in anything other than a courteous and professional manner
- (v) cause a nuisance or annoyance to the public
- (vi) pester / badger members of the public to buy a tour
- (vii) approach a prospective customer who is in discussions with a competing operator's staff
- (viii) solicit business from pre-booked individuals or group parties that are with another river tour operator.
- (ix) operators are not permitted to use operatives, employees, etc to canvass away from the designated sales / touting spaces in Canterbury City centre.

1.4 Operations after dark

The normal permitted hours of operation shall be 09.00 to 22.00 hours.

It is recognised that as a popular tourist attraction Canterbury City centre has great aesthetic qualities when viewed from the river after dark. Operating after 22:00 is permitted when:

1. details of the tour are recorded in writing by the operator or duty manager
2. total number of authorised night tours must not exceed one vessel or 50% of each operator's fleet
3. vessels must show a white light at the vessel stern
4. operators are responsible for the safe and courteous behaviour of their passengers
5. boarding and disembarkation must be undertaken with adequate lighting and assistance.

1.5 Incident report

Operator licence holders or the duty manager are responsible for the submission of any incident reporting form to the licensing authority's enforcement officers (see Appendix H).

1.6 Boatpersons / chauffeurs training

All operators must have a structured programme of training for their boatpersons / chauffeurs in all relevant forms of boat handling and any relevant Health and Safety procedures.

A copy of the programme and supporting documentation must be submitted with operators' application form.

The Head of Safer Neighbourhoods is delegated with authority to assess the suitability of the programme and whether it is sufficient to meet any public safety interest considerations.

- 1.6.1 All operators are required to provide a training programme for the boatperson / chauffeurs.

Boatpersons / chauffeurs applying for their first licence must complete the following phases before a licence will be issued:

- Phase 1 – a period of observation deemed appropriate by the operator of a qualified boatperson / chauffeur operating a vessel (with or without passengers)
- Phase 2 – a period of operation deemed appropriate by the operator as a boatperson / chauffeur under the tuition of a qualified boatperson / chauffeur (without passengers)
- Phase 3 – a period of operation deemed appropriate by the operator as a boatperson / chauffeur under the tuition of a qualified boatperson / chauffeur (with passengers).

The licensed boatperson / chauffeur tutoring must have held a boatpersons / chauffeurs' licence for at least two years.

- 1.6.2 The operator licence holder must certify that:

New applicant

- a) the applicant boatperson / chauffeur has completed each phase and
- b) that it is appropriate for the applicant boatperson / chauffeur to progress to the next phase.

The operator must certify in the boatperson's / chauffeur's individual training / development log that the boatperson / chauffeur is competent to crew, navigate and operate a boat on their own. The boatperson / chauffeur must submit the log book with their application for a boatperson / chauffeur licence.

Renewal applicant

Boatpersons / chauffeurs applying to renew their boatperson / chauffeurs licence must be assessed annually by the operator.

The operator must certify in the boatperson's / chauffeur's individual training / development log that the boatperson / chauffeur is competent to crew, navigate and operate a boat on their own. The boatperson / chauffeur must submit the log book with their application for the renewal of a boatperson / chauffeur licence.

1.7 Nuisance

Operators must make sure that:

- their boatpersons / chauffeurs respect the people who live and work on each side of the river and do not cause them nuisance
- boatpersons / chauffeurs shall not drop litter over the side of the boat and shall also take all reasonable endeavours to prevent passengers from dropping litter overboard.

1.8 Change of ownership / transfer of a boat, punt etc

If the operator of a pleasure boat, punt etc in respect of which a licence has been granted by the city council, transfers his / her interest in the boat, punt etc to a person other than the operator whose name is specified in the licence, he / she shall within 14 days after such transfer give notice in writing thereof to the council specifying the name and address of the person to whom the boat has been transferred.

If the transferee is another operator, the transferee cannot use the vessel until:

- a) it has been authorised by the council and
- b) the use of the vessel does not exceed the maximum number of vessels that may be used by the licence holder.

2.0 Boats

2.1 The numbers of licensed boats / punts to operate at any time on the river are:

- **Canterbury River Boat Tours Ltd** – seven boats
- **Canterbury Punting Company** – five punts
- **Canterbury River Navigation Company** – six punts
- **Grove Ferry River Trips** – one boat.

2.2 Maintenance and inspection

2.2.1 It is necessary for the vessels to be subject to periodic inspection and maintenance for which records must be kept and form part of the licensing conditions.

Each vessel, irrespective of category, is subject to the following maintenance and inspection routine supported by simple record keeping:

Daily inspection

Daily inspection for watertight integrity, presence of mandatory equipment, hull or structure damage, general cleanliness and presence of dead weed etc. Some defects may be observed and in need of attention however, unless judged safety critical, they may be deferred but recorded until the next maintenance opportunity. Recording can be completed on a weekly basis.

Annual out of water inspection and maintenance

Close inspection of hull integrity above and below the waterline for weakness, points of potential water ingress and damage. Condition and security of all fixtures and fittings including passenger seating and helm positions. Condition of mooring ropes

and mooring equipment, boat pole, baling bucket. Rectification and repair as necessary including general appearance and finish.

Three / five year survey

All vessels are subject to a tri-annual formal Out of Water Survey by a qualified Marine Surveyor. Rectification work must reflect the needs of the annual inspection and any observations raised by the marine surveyor. In respect of GRP vessels the period between inspections is five years.

The council may, waive or reduce any requirement or restriction on account of the special circumstances of any vessel in relation to its type of construction, standard of equipment and the trade in which it is engaged, at its absolute discretion.

- 2.2.2 If a licensed vessel is damaged on or below the waterline and it requires repair to make sure that passengers are safe, the operator shall notify the council in writing immediately or within three working days together with the reason for any delay.

The vessel shall not be used for carrying passengers until the repairs have been completed and the council has received a certificate as to the vessel's river / seaworthiness from the operator.

- 2.2.3 All repairs to licensed vessels, except minor ones, should be carried out by a competent boat builder. Examples of minor repairs included varnishing, sanding, fixing screw fittings, trims and boat chains.
- 2.2.4 All licensed vessels shall be kept free from oil and refuse at all times.
- 2.2.5 Where a motorboat is required to carry additional fuel, it shall be stored safely in appropriate containers. No loose cans of flammable fuel must be carried in the vessel in any circumstances.
- 2.2.6 No boatperson / chauffeur or passenger may use a naked flame on a licensed vessel when the vessel is let for hire or there are passengers on board.

2.3 Equipment

Each vessel to carry the following equipment (list will be tailored to each operator's business on issue of the licence):

1. Serviceable mooring ropes and / or straps
2. One spare 10 metre rope
3. Mobile telephone
4. Waterproof torch
5. Whistle and / or air horn
6. Mud weight or anchor (Category 'C' Waters)
7. Life Jackets for passengers and/or children who make such a request
8. Means of baling
9. White light at rear of craft for authorised night operations
10. Lifebelt and throw line (Optional for Category 'A' Waters)
11. Basic domestic type first aid kit.
12. Emergency response procedure.

2.4 Number of passengers and crew

The boats / punts operating in Canterbury City Centre shall not carry more than the number of passengers allowed by the vessel's licence plus two boatpersons / chauffeurs / trainee boatpersons / chauffeurs are included. If a third person is aboard the vessel as a crewmember, the number of passengers permitted must reduce to accommodate crew members. A child up to one year of age is not deemed to be passenger for the purpose of the calculation.

2.4.1 The limitation defined in 2.4 does not apply to operators

- operating motor boats in Fordwich and Grove Ferry in respect of staff and crew, ie they are permitted 12 passengers plus more than two members of crew and
- for the Canterbury River Navigation Company – six adults or equivalent.
Canterbury and Stour Waterways Association to provide relevant wording.

2.4.2 The operator or boatperson / chauffeur in charge of a vessel must allow an authorised officer of the city council or a police officer to board the vessel at any reasonable time to inspect the vessel, its condition and any equipment and crew. In all, apart from exceptional circumstances eg suspected criminal offence, serious safety issue etc, officers will provide the operator, duty manager or boatperson / chauffeur with the reason(s) for wishing to board the vehicle. If a reason is not provided at the time of boarding, the reason will be provided subsequently at an appropriate time by the licensing authority.

2.5 Licence plate

The boat's licence plate issued by the council shall be displayed on a conspicuous part of the vessel stating:

- (i) the name of the owner of the boat
- (ii) that the boat is licensed to carry no more than the maximum permitted number of passengers specified on the licence.

2.6 Towing of boats and punts

The boat shall not be used for towing with a rope or other towing device for any other vessel or craft except in cases of emergency.

3.0 Boatpersons and chauffeurs

3.1 Each application for a boatperson or chauffeur licence will be considered on its individual merits and if an applicant does not have formal qualifications, then it is open to the individual to satisfy the licensing authority that they have the necessary skills, knowledge, experience etc to be granted a licence.

All boatpersons / chauffeurs in control of a licensed boat shall be aged 17 or above.

3.2 Suitable qualifications

Boatpersons / chauffeurs must have an appropriate level of competence and relevant practical experience of the waterways in the Canterbury administrative area before being allowed to crew a boat. The relevant certificates and training / development log must be submitted with the boatperson's / chauffeur's application form.

3.2.1 **Maritime and Coastguard Agency (MCA) Boat Master Licence**

This structured national licence is relevant to powered craft operating in UK inland waters and carrying more than 12 passengers. This licence framework does however cater for alternative qualifications relevant to vessels carrying up to but not exceeding 12 passengers (see below). Whilst in principle it could be applied to small unpowered craft, it is felt that the scope of the licence and the training necessary to achieve it bears little relevance to the unpowered operations on the River Stour.

3.2.2 **Royal Yachting Association (RYA) Qualifications**

Qualifications for powered operations on inland waterways;

- Powerboat 1
- Powerboat 2 and the
- Inland Waters Helmsman's Certificate (IWHC)
- Inland Waterways Small Passenger Boat Code – stipulated qualification
- Inland Waterways Association Certificate of Boat Management
- RYA Day Skipper – Practical Certificate
- RYA Inland Waterways Helmsman Certificate
- RYA Powerboat Level.

The recommended licence for this is the IWHC for the carriage of fare paying passengers. Again, this qualification does not map well to the needs of unpowered craft on a UK Category A or B waterway. It is however suitable for small powered craft.

Notwithstanding the nationally recognised qualifications, all the vessels in operation within the scope of CCC Licensing Authority are one-person operation. Therefore, each vessel must be under the command of a boatperson / chauffeur who is fully trained and is qualified to take out fare paying passengers.

3.2.3 **Company training and qualification scheme**

Unpowered craft operating commercially on the River Stour within the CCC licence authority boundaries each have an approved internal training scheme pertinent to their operation. The training scheme, which must be formally recorded in order to track trainees' progress, must be supported by an adequate assessment and examination process addressing at least the following topics:

- basic boat structure knowledge
- mooring and unmooring
- passenger boarding, disembarkation and general welfare
- needs of passengers of restricted mobility
- basic first aid knowledge
- manoeuvring in conditions of varying wind, flow and weather
- local knowledge including places of restricted vision and 'pinch points'
- appreciation of and courtesy towards the needs of other river users
- emergency Rendezvous Points and summoning aid in an emergency.

The formal assessment must be carried out by the holder of an operators' licence or boatperson / chauffeur who can demonstrate that they have the practical experience relevant to the company operations. The assessment must be recorded and a signed Certificate of Competency issued on company headed paper which will be evidenced to CCC as part of the licensing conditions necessary to operate commercially on the River Stour.

3.3 Crew identification

Boatpersons / chauffeurs and crews of vessels must be identifiable to their passengers, the general public and to the emergency services.

A practical and appropriate standard dress code must be adopted for each company. Standard dress is not required for theme-dressed events, eg Halloween, Christmas etc.

The licences will have the name, individual photograph and company name displayed on it.

Boatpersons / chauffeurs should also carry the CCC boatpersons / chauffeurs licence on their person but not so that their ability to safely navigate their craft is impaired, eg a lanyard around the neck with a licence card attached can become caught up with the boat pole and / or oar activity.

3.3.1 General

No boatperson / chauffeur shall operate the boat or prepare it for a trip if they are under the influence of alcohol or drugs. No-one taking medication which impairs their ability to navigate shall crew the boat.

Boatpersons / chauffeurs shall not:

- behave in a way which causes annoyance or nuisance to other boatpersons or other persons
- use threatening, abusive or threatening words or behaviour
- endanger their passengers.

4.0 General navigation, constraints and procedures

4.1 River State and weather conditions

River and weather conditions are a key factor in determining a window of criteria for safe navigation. Such criteria are however difficult to quantify given the varying depths and widths associated with the physical feature of the river bed and its course within the CCC licensing jurisdiction area. This is an area of complexity driven by a number of variables some of which may be subjective.

Operators may take the valid view that different types of vessel and operating areas will dictate a variation in their assessment of safe operating conditions.

There are however a number of steps that can be taken on a risk assessment basis to provide a 'safe to operate' or 'go / no go' signal. The following are recommended as mandatory steps necessary to determine safe conditions.

4.2 Daily river condition and weather assessment

A daily BBC area weather forecast easily obtainable on line will provide a good assessment of predicted conditions on an hourly basis if required.

Operators will be familiar with the consequences of previous heavy overnight rain manifesting in high water and / or fast flow conditions. This will be particularly noticeable in narrow confines, bridge holes and other pinch points.

If a flow meter is installed at any point in the CCC licensing area then there is scope to utilise this reading. However, a flow reading at the flow meter location may need to be interpolated to a different reading and criteria at various key points elsewhere on the river.

4.3. Changes in weather river conditions

Conditions may well change as the day progresses. The Duty Manager and boatpersons / chauffeurs are required to maintain a constant eye on weather changes and other information is essential in order to continually risk assess any deteriorating conditions.

4.4 Quantifiable operating limitations

Based upon the above, the ultimate responsibility for declaring safe operating conditions rests with each operator. Such criteria shall be risk assessed and supported by appropriate and visible quantifiable criteria and declared as part of the licence application.

Notwithstanding the above, operators must assess the river conditions for safe operation before the start of each day's operations and expect to update this assessment during the day should conditions change. Boatpersons / chauffeurs are expected to provide relevant updates to the Duty Manager.

4.5 Weir and sluice operations

Operators are not permitted to make any adjustments, alterations or movements to weir plates or settings.

4.6 Passenger boarding and disembarkation points

Passenger boarding points may be in the form of a landing stage, jetty or steps leading down from the bank. By implication boarding points include disembarkation points. Boarding points may be owned by CCC, the operator or a riparian owner who has leased or granted access to the operator.

Irrespective of ownership, the following criteria must be met by the operators:

1. secure and sturdy installation for walk ways and platforms
2. secure cleats, bollards or mooring rings suitable to secure the vessels in use
3. non-slip surfaces wherever reasonably possible
4. secure hand rails for steps and platforms other than for boarding access wherever reasonably possible
5. closure of public access to boarding points whilst unattended
6. weekly inspection including any necessary rectification to assure the continued integrity of boarding points.

4.6.1 **Current boarding points are:**

Canterbury River Boat Tours Ltd	The Ducking Stool and Millers Gardens
Canterbury Punting Company	Water Lane
Canterbury River Navigation Company	Westgate Grove
Grove Ferry River Trips	and disembarking at White Hall Meadow
	Grove Ferry Public House

Note: Application pending for Canterbury Punting Company for Beerling Hall.

4.6.2 **Passenger boarding, loading for stability and disembarkation**

Passengers are to be briefed, guided and assisted by competent crew during boarding and disembarkation operations.

Loading of passengers is to be conducted and supervised such that the vessel remains stable and secure throughout.

4.6.3 **Passenger briefing**

It is likely that the boatpersons / chauffeurs communicate extensively with their passengers.

It is a requirement that there are a few mandatory safety points that must be communicated. These are as follows:

1. remain seated
2. keep heads and hands within the confines of the vessel whilst in confined areas and bridges.
3. if a passenger feels unwell to inform the boatpersons / chauffeurs as necessary
4. respect the environment by not discarding rubbish into the river.
5. any other relevant safety information and guidance.

4.6.4 **Stability whilst under way**

In the interests of safety, vessels are to be loaded such that they maintain an even keel both fore and aft and abeam when underway.

4.7 **Navigation and rights of way**

Navigation and rights of way are detailed as a Code of Practice at Appendix J. *Canterbury and Stour Waterways Association to provide relevant wording in the Code.*

Safety Management System (SMS) requirements

A Safety Management System (SMS) based on the Inland Waterways Small Passenger Boat Code (IWSPBC - The Code) is relevant and contributes to safety.

There is a need to tailor the scope and content of the SMS to the types of vessel in use and the waterway conditions in which they operate. This aligns to the principle of The Code which is used nationally by many varied operations and is adapted for and by each operation.

The principle of The Code therefore is to provide a framework within which each Company responds to as pertinent to their operation. It is not intended to be a rigid prescriptive format but needs to be addressed appropriately.

The code as adapted by each operator must be assessed by the licensing authority or other independent assessor as being fit for purpose.

The code addresses three main sections

- company policy
- vessels and manning / crew including training each of which is sub-divided into relevant topics. Mindful of the River Stour and the current businesses, these are summarised as follows:

Company policy

This is a statement of intent aimed at declaring the operator's business, scope of operations, number and type of vessels and a commitment to the relevant sections of The Code. This section should be standard for all operators irrespective of the type of operation.

The policy statement needs to be succinct and to the point and should include at least the following:

- a. company name and brief description
- b. type, description and numbers of vessels including passenger capacity
- c. geographical scope of operation
- d. periods and hours of operation
- e. commitment to the safety of passengers and crews
- f. commitment to the maintenance and good appearance of the vessels
- g. commitment to formal training and certification.
- h. commitment to environmental protection.
- i. Commitment to consideration and courtesy to all river users.
- j. managing director's signature.

Vessels and maintenance

Currently there are five different types of vessel in use on the River Stour:

- a. Narrow wooden punts
- b. Wide wooden punts
- c. GRP Rowing boats
- d. GRP electric launch
- e. Converted narrow boat with diesel
- f. Canoes, kayaks etc.

Within this part of The Code there is a limited relevance to non-powered categories 'a-c' above. Punts tend to have a traditional design and construction rather than formal standards. They are however generally of simple but sturdy construction. Category 'd' on the other hand, the electric launch, dictates a wider scope of relevance and on-board

equipment. This Report concludes that, subject to certain maximum limitations (See Section 6), the current types and design of vessel are suitable for operations on the River Stour within the bounds of the CCC Licensing area.

It is necessary for the vessels to be subject to periodic inspection and maintenance for which records must be kept and form part of the licensing conditions. The following maintenance and inspection routine supported by simple record keeping is required:

Daily Inspection

Daily inspection for watertight integrity, presence of mandatory equipment, hull or structure damage, general cleanliness and presence of dead weed etc. Some defects may be observed and in need of attention however, unless judged safety critical they may be deferred but recorded until the next maintenance opportunity.

Annual Out Of Water Inspection and Maintenance

Close inspection of hull integrity above and below the waterline for weakness, points of potential water ingress and damage. Condition and security of all fixtures and fittings including passenger seating and helm positions. Condition of mooring ropes and mooring equipment, boat pole, baling bucket. Rectification and repair as necessary including general appearance and finish.

Three / Five Year Survey

All vessels are subject to a tri-annual formal Out Of Water Survey by a qualified Marine Surveyor. Rectification work must reflect the needs of the Annual Inspection and any observations raised by the Marine Surveyor.

Each vessel to carry least the following equipment (the list may be amended with the approval of the Head of Safer Neighbourhoods on application of the operator):

- a. serviceable mooring ropes and / or straps.
- b. one spare 10 metre rope
- c. mobile telephone
- d. waterproof torch
- e. whistle and/or air horn
- f. mud weight or anchor (Category 'C' Waters)
- g. life jackets for passengers and / or children who make such a request
- h. means of baling
- i. white light at rear of craft for authorised night operations
- j. lifebelt and throw line (Optional for Category 'A' Waters)
- k. basic domestic type first aid kit.
- l. emergency response procedure.

Persons in command of a vessel on the river must be formally trained and qualified.

Boatperson / chauffeurs and crew of vessels must be identifiable to their passengers, the general public and to the emergency services. A practical and appropriate standard dress code must be adopted for each company. Boatpersons / chauffeurs should also carry the CCC licence on their person but not so that their ability to safely navigate their craft is impaired. Eg a lanyard around the neck with a licence card attached can become caught up with the boat pole and / or oar activity.

Whilst passenger carrying operations are underway there must be a 'duty manager' available who is both empowered to represent the company and make tactical decisions should circumstances dictate. The duty manager / company spokesperson must be contactable and be aware of the location of craft under his or her control including the numbers of passengers on each trip.

Canterbury City Council

Pleasure Boat Licences

**3, 5 ,6 rapier ,7 fiberglass ,8 fiberglass
7, 210 ,1419**

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Head of Planning and Health

Dated: 29th March 2023