



**AUSTRALIA'S MOST COMPREHENSIVE  
MARINA & SHIPYARD**

**BEST PRACTICE GUIDELINES  
-EXTREME WEATHER EVENTS-**

**[gccm.com.au](http://gccm.com.au) | + 61 (07) 5502 5888  
[info@gccm.com.au](mailto:info@gccm.com.au)**

## Introduction

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The Extreme Weather Event guideline has been created to assist Gold Coast City Marina (GCCM) customers in preparing for potential extreme weather occurrences.

GCCM is dedicated to ensuring safe working conditions and environmentally responsible practices. This document serves as a resource for our customers and aligns with GCCM's emergency preparedness framework.

In developing this guideline, GCCM acknowledges the importance of coordinating with existing State and Local Government initiatives and adhering to the four phases of disaster management.

This plan specifically addresses the following extreme weather events:

- Tropical cyclones
- Intense rainfall, leading to flash flooding
- Damaging wind gusts and hail, which can harm vessels and infrastructure
- Storm surges that may cause erosion and localized flooding
- East Coast Lows
- Severe thunderstorms and electrical storms with lightning risks

The objective is to implement processes that facilitate a prompt response to and effective management of extreme weather events, while also establishing safeguards against associated risks.

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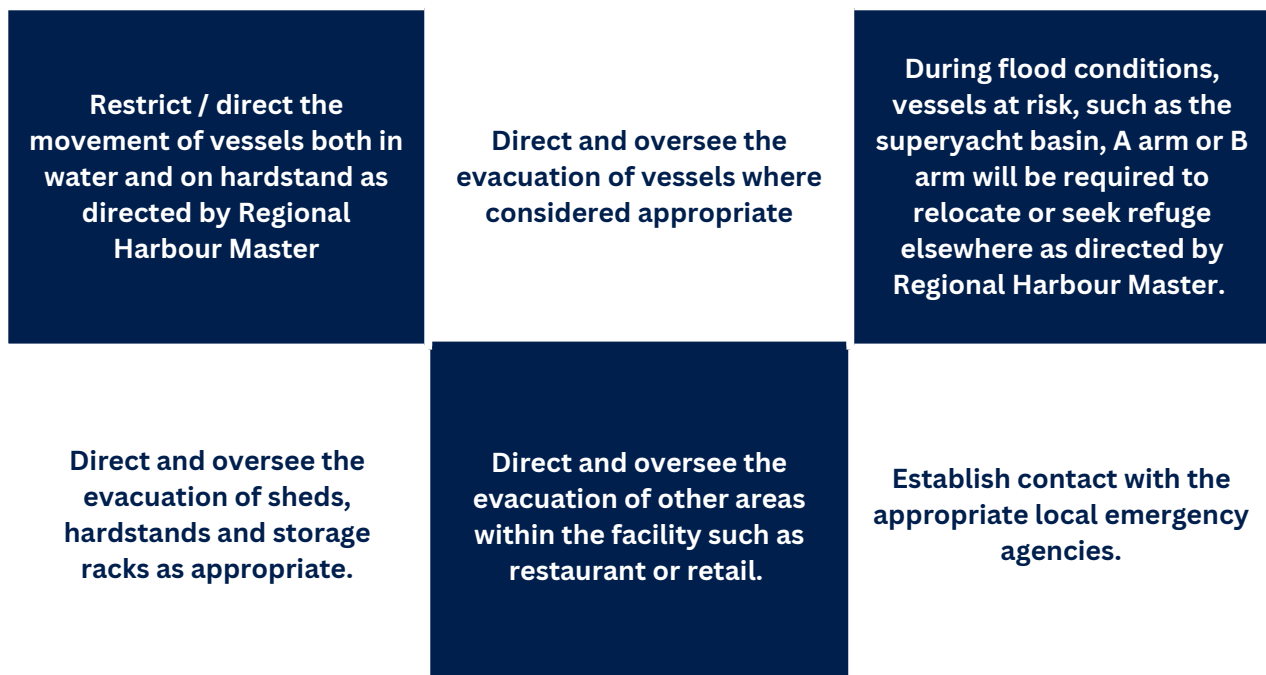




# Gold Coast City Marina Action Plan

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In the event of an extreme weather event threat, the Chief Operating Officer (COO) and/or their delegates will take the following actions:



## Movement of Vessels:

- GCCM will take direction from the Regional Harbour Master - Southport/Gold Coast
- Should a vessel decide or are directed to evacuate the GCCM precinct, the Owner/Master of the vessel will assume full responsibility for it's movements.
- Vessels that remain at a marina or choose to stay after being instructed to evacuate by the regional harbour master during an extreme weather event, do so at their own risk and must ensure their vessel is prepared to withstand the event.

**Prevent  
Prepare  
Response  
Recovery**

## PREVENT - What is your Vessel's safety plan?

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### **Maintain and ensure the vessel is in good and seaworthy condition.**

Any damage to the vessel is to be rectified immediately.  
Any unsecured parts of your vessel that may impact how the vessel holds up in the event is corrected.

### **Emergency Kits are prepared and stocked.**

This may include additional ropes, torches, tape, pumps, buckets, tools, straps, cable ties and a knife.

### **Lines, fenders and cleats.**

Adding extra lines to alternative cleats can help in case one of the lines or cleats fail. It's important to spread the load and use longer lines, which can provide some spring to absorb shock and movement of the vessel. Remember that ropes can lose their strength due to UV exposure and other elements, so regularly check and replace lines and fenders to ensure they remain effective.

### **Check and replace, if necessary, vessel batteries.**

Check their condition and their hold. Leads may need to be disconnected due to potential power-outages. Could your vessel survive being disconnected from shore power.

### **Bilge pumps, drain points and additional aids to remove water.**

Check bilge pumps are in working condition, test regularly. Does your bilge pump run automatically from the battery.

Check bilges and use absorbent pads/pillows in the bilge to soak any oils or fuels from the engine so they do not enter the waterway.

Check all drainage points are clear and drain correctly.

Do you have additional buckets or pumps that can be operated externally from the vessel.

### **Vessel details, contact information and insurance**

Update the marina office with contact information in case of an emergency.

You can provide an alternative contact in case you are unavailable.

*Is your insurance coverage sufficient to cover you in a weather event?*

### **GCCM Marina and Shipyard emergency procedures and evacuation**

Are you prepared with the emergency procedures and evacuation points at the marina?

# EVACUATION DIAGRAM

**EMERGENCY**

DRINKS TOWER  
APPROVED & TRAINED

ISSUED: MAY 2019  
REVIEW: MAY 2024

**GCCM**  
GOLD COAST CITY MARINA & SHIPYARD

7684 WATERWAY DR,  
COOMERA QLD 4209

PH: (07) 5502 5888

## IN CASE OF FIRE

- R** RESCUE: Remove people from immediate danger if safe to do so
- A** ALARM: Alert others and Emergency Services
- C** CONTAIN: Confine fire and smoke (Close doors and windows)
- E** EXTINGUISH: Extinguish (if safe and trained to do so) and/or evacuate

## EVACUATION PROCEDURES

- ON HEARING WARNING SIREN OR DISCOVERING FIRE OR SMOKE!**
- Remove people from immediate danger to the nearest SAFE AREA
  - Report fire, smoke or any other abnormal situation to a Warden.
  - Confine the fire or smoke by closing, but not locking, doors and windows
  - Extinguish the fire if you are trained and it is safe to do so
  - Follow directions from Wardens.
- ON RECEIVING DIRECTION FROM A WARDEN TO EVACUATE**
- Follow all directions from wardens
  - Go directly to a designated Safe Area via the nearest safe exit path
- WARDENS:**
- Communicate over two-way radio
  - Switch off applicable power and fuel isolation switches
  - Conduct a sweep of your area and assist any occupants with disabilities
  - Most other occupants at the SAFE AREA.
  - Should the emergency require you to evacuate, move with occupants to ASSEMBLY AREA.
  - Follow the instructions of the Chief Fire Warden and/or Emergency Services Personnel

## AT THE ASSEMBLY AREA

- Account for all people. Report any missing person to the Fire Warden or Emergency Services Personnel.
- DO NOT re-enter until given the 'All Clear' by the Chief Fire Warden or Emergency Services.



## LEGEND

- First Aid
- Automated External Defibrillator
- Exit
- Safe Area
- Assembly Area
- Path to Exit
- Alternative Path

# Insurance

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Gold Coast City Marina & Shipyard requires all vessels that enter the Marina, Shipyard and Dry storage to be registered and fully insured (comprehensive insurance) and ensure they meet Australian insurance standards.

To meet GCCM requirements, we ask for all insurance policies to have a minimum of \$20million third party legal liability and covered for salvage/wreck removal.

All vessels are to provide a current Certificate of Currency and accurate vessel details.

For visiting international vessels: All vessels will need to clear customs located at Southport. **Ensure you check your insurance PDS for geographical limits and coverage while inside/outside Australian waters.**

[Maritime Safety QLD](#)

[Australian Boarder Force](#)



## **Pantaenius Australia**

Nick Thorowgood 02 9936 1670  
nthorowgood@pantaenius.com  
Kimberly O'Neill 07 5649 6622  
koneill1@pantaenius.com



## **Coverforce Insurance Brokers**

Sonya Wilmen 0419 650 938  
sonya\_wilmen@coverforce.com.au  
Or [complete online application](#)



## **Club Marine Boat insurance**

1300 002 582 sales@clubmarine.com.au



## **Nautilus Marine**

1300 780 533 / 07 3396 2344  
QLD@nautilusinsurance.com.au



## PREPARE - monitor using local and national agencies

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Warnings for a severe weather event have now been issued. What's next?

First thing to do is monitor. See below for a list of local and national agencies to assist in monitoring. Where possible, download their apps and have notifications/alerts on.

**Willy Weather** - save Gold Coast City Marina as a favourite location for accurate information. <https://tides.willyweather.com.au>

**Gold Coast Alerts** - subscribe to receive severe weather warnings via text and email. <https://dashboard.goldcoast.qld.gov.au/>

**Weather zone** - download the app and set notifications on. Easy app to watch the radar. <https://www.weatherzone.com.au/>

**Bureau of Meteorology** - Australian Government weather service. <http://www.bom.gov.au/qld/forecasts/coomera.shtml>

**ABC radio** - Search online or listen to the radio for live updates. <https://www.abc.net.au/emergency>

The image shows a screenshot of the 'Gold Coast Alerts Severe Weather Warning' dashboard. At the top right is the 'CITY OF GOLD COAST' logo. The main heading is 'Gold Coast Alerts Severe Weather Warning' next to a warning icon of a lightning bolt under a cloud. Below this is a red bar with the text 'Subscribe to Gold Coast Alerts'. The dashboard is organized into a grid of colored buttons: a red button for 'Understand your Local Hazards', a grey button for 'Get Ready Gold Coast', a teal button for 'After a disaster', a teal button for 'Latest News', a grey button for 'Road Closures' (showing 37 and 'Last updated 2 minutes ago'), a red button for 'Weather Warnings' (showing 3 and 'Last updated 2 minutes ago'), and a grey button for 'Power Outages'. At the bottom, there are four dark grey buttons: 'Queensland Alerts', 'Emergency Contacts', 'Traffic Cameras', 'Gold Coast Beaches', and 'Beach Surf Report'.



## **PREPARE - The final checks**

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**Check the integrity of the vessel, last chance corrections to withstand through an event.**

**Have your Emergency Kits out and accessible.**

**Add extra lines where necessary and if possible. Inflate and deploy additional fenders.**

**Disconnect shore power and store in a safe dry location on the boat.**

**If possible or necessary, have additional bilge pumps/water pumps on standby.**

**Take photos of your vessel before and after the weather event.**

**Familiarize yourself with evacuation and emergency procedures. Subscribe to Severe Weather warning alerts.**

**Remove loose equipment and store away from the vessel. This may include gas bottles, sails, tenders, deck chairs, outriggers, etc.**

**Close any seacocks and keep scuppers/drains clear.**

# Securing Vessels

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## Marina Vessels

- Vessels in the water tied to a dock should have a minimum of 1 x bow line, 1x stern line and 2x spring lines forward and aft. The longer the line the better to aid in absorbing shock and movement between the vessel and the dock.
- All ropes used should be of suitable length and weight for the vessel and be in good condition.
- Double up mooring lines, duplicated lines should be slack and used in case the primary line fails. Tie additional lines to alternative cleats or securing points.
- Remove any ropes around pylons as these may cause damage to vessels and docks if risk of storm surges, floods or higher tides.
- Ensure lines are secured to substantial vessel points such as winches. Do not use a cleat if you feel it unsafe to do so.
- Do not use chain to secure your vessel, they are too restrictive.
- Anchors may be used to secure vessels - seek advice from GCCM as per the action plan.



# Securing Vessels

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## Shipyard Vessels on Hardstand

- Shipyard operators will stand and potentially relocate a vessel on hardstand if there is a risk and time to do so. Preparation is key.
- When standing a vessel on hardstand with risk of a weather event, vessels are stood with minimal risk from powerlines or structures with risk of collapse.
- Remove all loose items from the vessel. These can be stored on site or secured in sheds etc. GCCM have containers for hire that might be useful during storm seasons.
- Use strong and properly sized lines to secure vessels to anchor points on hardstand. Ensure load is distributed evenly.
- Use reliable and secure knots to tie to anchor points.
- Additional blocks may be used to distribute weight, prevent rocking or tipping. Do not secure tarps or windage items to these blocks.
- For vessels with masts; if an opportunity to remove, it is ideal to lay the mast down and secure to the deck. If not, remove any sails or items that can be unfurled or used as windage.
- Remove bungs and ensure water can escape to avoid water ingress and resulting in uneven weight distribution or creating unnecessary pressure on certain areas of the hull.
- Remove or secure any ladders or access platforms that surround or fixed to the vessel to avoid risk. These items can be stored under or lay down near the vessel until after the weather event.



# Securing Vessels

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## Trailers on hardstand

- Vessels on trailers, face them into the wind.
- Stow, secure or remove items on deck.
- Remove bungs to allow drainage and avoid uneven weight distribution.
- Chock wheels or secure to the nearest strong point. Apply breaks, use wheel brakes if available.
- Remove tarps and covers that cause water to pool or windage.

## Dry Storage facility and outside cradles

- All vessels and equipment where possible will be moved inside to the dry storage facility. Doors will be closed and secured. They will be re-opened after the event passes.
- Vessels that remain on cradles outside will be treated the same as if on hardstand; anchored with additional blocks and bungs removed.
- If there is risk of flooding and higher waters, vessels may be removed from the cradle and moved to higher ground.
- Vessels that can be stored on trailers will be asked to launch to trailer and moved to higher ground.



## RESPONSE - During the extreme weather event

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At this point, all vessels are expected to have enacted their vessel safety plans and GCCM's action plan is engaged.

Note, pilotage areas may be closed and/or vessel movements are restricted to reduce the risk of safety to vessels, people, operators and eliminating the risk of environmental impact such as wreck or pollution.

Vessel owners and operators should continue monitoring weather conditions via texts, emails, websites, radio and if available VHF frequencies.

It is important by this stage that everyone should stay indoors or away from the highrisk areas. There is risk of flying debris, collapse, and hazards, both electrical and persons overboard. If deemed necessary by the COO, GCCM will secure the site and limit access to authorised persons only.

If it is safe to do so, during any weather event, GCCM designated staff will conduct regular checks of vessels. If there is risk or action required, staff will action accordingly. At no point will checks or actions be performed if it is not safe to do so, preserving life is paramount.



## RECOVERY - After the extreme weather event

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After an event has passed and the GCCM COO or delegates have agreed the site is safe to enter, on direction from Southport Harbour Master, GCCM will allow access to vessel owners and business partners.

As a vessel owner, you will be invited to return to your vessel in the case of extreme events. It is important to heed caution when entering the site or accessing your vessel as it is likely there will be hazards or risk to further hidden hazards, such as sinking vessels, unstable infrastructure or live electricity. If there is a risk that needs further attention, contact the marina for help.

GCCM staff will begin clean up procedures. Allow time for crews to engage and ensure it is safe for everyone.

During or after a flood event, it is recommended to stay in port as there could be submerged structures in the water, strong currents and chartered depths may have altered due to surges or runoff. Keep yourself and others safe by staying in the marina until it is safe to do so.



## Contacts

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### **Maritime Safety Queensland (MSQ)**

07 5585 1810 (area Manager Gold Coast)

07 5539 7373 (after hours)

[MSQ.GoldCoast.Reception@msq.qld.gov.au](mailto:MSQ.GoldCoast.Reception@msq.qld.gov.au)

Regional Harbour Master: 07 3632 7500 [rhmbrisbane@msq.qld.gov.au](mailto:rhmbrisbane@msq.qld.gov.au)

<https://www.disaster.qld.gov.au/warnings>

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### **Emergency Services**

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### **QLD Water Police - GOLD COAST**

07 5509 5700

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### **Gold Coast Seaway tower**

07 5591 2948

VHF #16 / 67 / 73

<https://seawaytower.com.au/>

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### **Gold Coast Waterways Authority**

07 5539 7350

[mail@gcwa.qld.gov.au](mailto:mail@gcwa.qld.gov.au)

<https://gcwa.qld.gov.au/>

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### **VMR Southport**

07 5591 1300

VHF #16/67/73/82

<https://www.vmr-southport.com.au>

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### **State Emergency Services (SES)**

132 500

## References

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### Prepare your boat, Boat safety checklist.

<https://www.getready.qld.gov.au/getting-ready/protect-your-caravan-and-boat/protect-your-boat-boat-safety-checklist>

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### Preparing for Severe Weather

<https://www.getready.qld.gov.au/getting-ready/protect-your-caravan-and-boat>

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### Nautilus Marine Insurance: Navigating through rough water

<https://www.nautilusinsurance.com.au/news/navigating-through-rough-water/>

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### QLD Police disaster Management Plan

<https://www.police.qld.gov.au/qps-corporate-documents/disaster-management-plans>

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### QLD Government Notice to mariners

<https://www.publications.qld.gov.au/dataset/southport-notice-to-mariners>

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### SEQ Dam Water levels

<https://www.seqwater.com.au/historic-dam-levels>

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### 2024/2025 Maritime QLD Extreme Weather Contingency plan

<https://www.publications.qld.gov.au/ckan-publications-attachments-prod/resources/2247a735-280b-4ea8-8dd5-e4b56e1eb965/msq-ewe-contingency-action-plan.pdf?ETag=ad0444c94131dfa8d639318c2cde5fa4>

Queensland Government

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Get Ready Queensland Alerts and warnings Getting Ready Duckie a disaster After a disaster It's flooded, forget it

### Essential Steps to Get Ready

- Know your risk
- Make a plan
- Pack a kit

Maritime Safety Queensland  
Essential Marine Safety Contingency Plan