

NSW Minor Ports

Harbour Master Directions

The following statutory directions are issued to owners/agents/masters of Seagoing Ships and Ships carrying Dangerous Goods, entering a NSW Minor Port (as listed in the [definitions](#) section).

These directions are issued under section 88 of the *Marine Safety Act 1998* (NSW). The Harbour Master is appointed under section 86 of the *Marine Safety Act 1998* (NSW).

Who do these directions apply to?

These directions apply to a range of seagoing and non-seagoing vessels entering and operating within NSW Minor Ports, including:

- Seagoing Ships (see [definitions](#))
- Ships carrying Dangerous Goods (see [definitions](#)).

Note: Additional requirements apply to vessels entering the Minor Port of Lord Howe Island. A separate Instrument - the [Lord Howe Island Harbour Master Directions](#) contains more information.

Note: The master of a vessel who, without reasonable excuse, refuses or fails to comply with any direction given to the master by a Harbour Master is guilty of an offence (section 91(1) *Marine Safety Act 1998*).

Who to contact?

1. If the vessel is:

- carrying Dangerous Goods (see [definitions](#)); or
- a Seagoing Ship between 45.72 and 80 metres in length (and 500 Gross Tonnage or less) and not a Cruise Ship.

Contact NSW Maritime - Marine Pollution and Emergency Response Duty Officer by phone on +61 (0)2 9962 9074 or email at shipping@transport.nsw.gov.au.

Further information is available on the [website](#).

2. If the vessel is:

- a Seagoing Ship over 80 metres in length, or
- over 500 Gross Tonnage, or

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- a Cruise Ship (see [definitions](#)).

(including vessels of these classes carrying Dangerous Goods)

Contact the Port Authority of NSW by phone on +61 (0) 2 9296 4999 or visit the website at www.portauthoritynsw.com.au.

Note: Vessels that do not fall into the above categories are not required to comply with these Directions. Owners or masters of ships (both seagoing and non-seagoing) may contact NSW Maritime for any confirmation, information, or assistance with entering NSW Minor Ports.

Directions

Seagoing Ships entering NSW Minor Ports

1. Approximately six weeks prior to the date of the planned visit (and no less than 48 hours, unless it is an unscheduled visit), the owner or master of a Seagoing Ship must request approval to enter a NSW Minor Port (see [Who to contact?](#)) and provide details of the vessel and proposed activities.

The following information is to be provided:

- (a) Purpose of visit
- (b) Operational plans
- (c) Incident response plans
- (d) Risk assessments for proposed activities
- (e) Any other approvals or permits obtained in relation to the visit (if required).

Note: Additional information may be requested by the Harbour Master or their representative.

2. Deck or vessel side washing, painting or hot work must not take place on a Seagoing Ship whilst in Minor Port waters, unless approved in writing by the Harbour Master or their representative.
3. A Seagoing Ship must not arrive or depart between sunset and sunrise, except if required to do so in an emergency and must notify the Harbour Master.
4. A Seagoing Ship must not transfer any cargo between sunset and sunrise, without prior permission in writing being obtained from the Harbour Master or their representative.
5. A Seagoing Ship must obtain all relevant permits and approvals at least one week prior to arrival at the port and provide copies of these to the Harbour Master (or their representative) on request.
6. A Seagoing Ship must comply with all requirements or conditions listed on all relevant approvals and permits at all times.

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7. A Seagoing Ship must anchor in the anchorage position advised in the agreed Operational Plan, or as specified by the Harbour Master. The master must ensure adequate watch is maintained on the bridge while the vessel is at anchor and the vessel's engines are available to manoeuvre according to the prevailing and expected conditions, if required.
8. Seagoing Ships are to comply with any official directions issued by NSW Maritime's Boating Safety Officers (BSOs).
9. A Seagoing Ship must remain under its master's instructions at all times. Ships' masters are reminded of their obligations under International, Federal, and State legislation with regards to safe navigation of (and conduct on) their vessels at all times.

Ships carrying Dangerous Goods

1. A ship carrying Dangerous Goods must have a port entry approval
2. Applications for approval to enter a NSW Minor Port when carrying Dangerous Goods must be:
 - (a) submitted on the '[Dangerous Goods Port Entry Approval](#)' form; and
 - (b) accompanied by a Dangerous Goods Manifest (in an approved format and, if required, by a notification (in an approved format) of empty tanks or spaces previously having contained dangerous goods in fluid form in bulk and not certified as gas-free; and
 - (c) accompanied by such further particulars as the Harbour Master (or their representative) may require, including (but not limited to) details of the location, packaging, and storage method of dangerous goods on the ship; proposed operational plans for activities to be undertaken while in port; evidence of approvals required by other agencies; and
 - (d) lodged with NSW Maritime not less than **24 hours** before the proposed time of entry of the ship into the Minor Port and, when lodged on a Friday or a day preceding a public holiday, be lodged before noon on that day.
3. The Ship must obtain all relevant permits and approvals prior to entry into Minor Port waters and provide copies of these to the Harbour Master (or their representative) on request.

Specified dangerous goods are considered prohibited dangerous goods and are not permitted into NSW Minor Ports

1. The following dangerous goods are prohibited from entering NSW Minor Ports, unless approved in writing by the Harbour Master or their representative.
 - (a) Class 7 Radioactive Materials;
 - (b) Class 1 Explosives (excluding Division 1.4 when designated for use by the ship);
 - (c) Class 5.1 Oxidising Substances (including Ammonium Nitrate and Calcium Hypochlorite).

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Note: The ports of Sydney Harbour, Newcastle Harbour, Port Kembla, Port Botany, Eden and Clarence River (Yamba) are administered by the Port Authority of NSW and may have suitable infrastructure to potentially handle the above dangerous goods.

Contact [Port Authority](#) for more information.

During entry, while in, and upon leaving a NSW Minor Port

1. The Ship is not to arrive or depart between sunset and sunrise, except if required to do so in an emergency, and after notifying the NSW Maritime or the Port Authority (see [Who to contact?](#)).
2. The Ship must adhere to any previously agreed operational plans, including any specified anchoring or berthing locations, timings of activities or other requirement(s) as specified by the Harbour Master. The master must ensure adequate watch is maintained on the bridge while the vessel is at anchor and the vessel's engines are available to manoeuvre according to the prevailing and expected conditions, if required. Any deviation from agreed plans is to be approved in writing by the Harbour Master (or their representative), before being undertaken.
3. The Ship must comply with all requirements or conditions listed on all relevant approvals and permits at all times.
4. The Ship must not transfer any cargo between sunset and sunrise, without prior permission in writing being obtained from the Harbour Master or their representative.
5. The master of a ship must ensure that dangerous goods are handled on board appropriately and in accordance with the IMDG Code. Where explosives are being carried, these are to be stowed on the unloading side of the ship to enable immediate unloading upon entry to port.
6. Deck or vessel side washing, painting or hot work must not take place on a Ship whilst in Minor Port waters, unless approved in writing by the Harbour Master or their representative.
7. Ship personnel are to comply with any official directions issued by BSOs or a Harbour Master.

BSOs are Authorised Officers that have direction powers under Section 15A of the *Marine Safety Act 1998*. Ships are required to comply with any direction issued by a BSO inside state waters.

Note: In the unlikely event that a direction issued by a BSO is contrary to that issued by a Harbour Master, the Harbour Master direction has precedence.

8. A Ship carrying Dangerous Goods must remain under its master's instructions at all times. Ships' masters are reminded of their obligations under International, Federal and State legislation with regards to safe navigation of (and conduct on) their vessels at all times.

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Incidents involving dangerous goods

Incidents involving dangerous goods are required to be reported by law, including under MARPOL, the *IMDG Code*, the *Ports and Maritime Administration Regulation 2021*, the *Marine Safety Act 1998*, the *Marine Pollution Act 2012*, and the *Marine Safety (Domestic Commercial Vessel) National Law Act 2012*.

All incidents involving dangerous goods must be reported to the relevant authority for the port as soon as possible after becoming aware of the incident by providing –

- (a) a report in the approved form and method, and
- (b) supporting documentation and other information required by the relevant authority.

The following are examples of what are considered a “dangerous goods incident” –

- a package or container in which dangerous goods are stored –
 - is leaking, damaged or emitting a gas on a ship that is scheduled to enter a port or be berthed at a port facility, or
 - has leaked, been damaged or emitted a gas during the voyage of a ship to the port,
- a package or container in which dangerous goods are stored is leaking, damaged or emitting a gas before or while the goods are being delivered to a port facility of a port by road or rail,
- a package or container in which dangerous goods are stored is leaking, damaged or emitting a gas while at a port facility.

The responsible person for reporting a dangerous goods incident is –

- (a) if the dangerous goods are located on a ship when the incident occurs or is discovered – the master of the ship, or
- (b) if the dangerous goods are not on a ship or at a port facility when the incident occurs or is discovered and the consignee has not taken delivery of them – the responsible consignor or agent for the goods, or
- (c) if the dangerous goods are being loaded on, or unloaded from, a ship or are being stored at a port facility when the incident occurs or is discovered – the port facility operator handling the goods, or
- (d) if the consignee of the dangerous goods has taken delivery of the goods when the incident occurs or is discovered – the consignee.

To report a dangerous goods incident or to discuss the reporting requirements further, contact the NSW Maritime or the Port Authority (see [Who to contact?](#)).

Note: *The master of a vessel who, without reasonable excuse, refuses or fails to comply with any direction given to the master by a harbour master is guilty of an offence (section 91(1) Marine Safety Act 1998).*

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Definitions

Cruise Ship

A Cruise Ship is a Seagoing Ship used to carry passengers for hire or reward that operates on voyages between ports.

Dangerous Goods

Dangerous Goods are goods listed in the IMDG Code and includes a restricted chemical.

Minor Port

NSW Minor Ports are a regional port as listed in the Harbour Master appointments and the Memorandum of Understanding (MOU) with the Port Authority of NSW (see [boundary descriptions](#)). These ports are generally areas located outside defined major ports that may be used by vessels for a range of purposes - from overnight anchorages to places where offloading dangerous goods and passenger movements may occur.

Seagoing Ship

A Seagoing Ship is a vessel a vessel of more than 45.72 metres that is used or intended to be used to carry cargo or passengers for hire or reward and that normally operates on voyages between ports.

Ship

For the purposes of carrying Dangerous Goods, a ship means a seagoing or non-seagoing vessel that is used for the transport of cargoes and includes a vessel used on inland waters.

NSW Minor Port - Boundary Descriptions

Click [here](#) for NSW Minor Port boundary maps.

Port of Disaster Bay

The Port of Disaster Bay comprises the navigable waters of the bay known as Disaster Bay together with that part of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius five nautical miles having as its centre the eastern extremity of Bay Cliff.

Port of Merimbula Bay

The Port of Merimbula Bay comprises the navigable waters of the bay known as Merimbula Bay together with that part of the Tasman Sea below the mean high-water mark enclosed by lines extending three nautical miles to the east of Merimbula Point and Haycock Point and a line between the eastern extremities of those two lines.

Port of Montague Island

The Port of Montague Island comprises the navigable waters of the Tasman Sea below the mean high-water mark extending three nautical miles from Montague Island.

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Port of Batemans Bay

The Port of Batemans Bay comprises the navigable waters of the bay known as Batemans Bay from the south-eastern side of the Princes Highway Bridge together with that part of the Tasman Sea below the mean high-water mark enclosed by lines extending three nautical miles to the east-south-east of South Head and the south-eastern extremity of North Head and a line between the seaward extremities of those two lines.

Port of Jervis Bay

The Port of Jervis Bay comprises the navigable waters of the bay known as Jervis Bay (excluding the waters within the Commonwealth Jervis Bay Territory) together with that part of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius three nautical miles having as its centre the navigation light on Point Perpendicular.

Port of Kiama

The Port of Kiama comprises the navigable waters of the area known as Kiama Harbour together with that part of the Tasman Sea below the mean high-water mark enclosed by lines extending three nautical miles Due East of the eastern extremity of Bombo Headland, and Due East from the eastern extremity of Marsden Head and a line between the seaward extremities of those two lines.

Port of Bass Point

The Port of Bass Point comprises the navigable waters of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius three nautical miles having as its centre the eastern extremity of Bass Point.

Port of Broken Bay

The Port of Broken Bay comprises the navigable waters of the bay known as Broken Bay, bounded by straight lines drawn between; the western extremity of Barrenjoey Head to the eastern extremity of First Head on West Head; and the northern extremity of Flint and Steel Point in a westerly direction to the southern extremity of Juno Point; and the western extremity of Wagstaffe Point in a generally west north westerly direction to a point on the opposite shore adjacent to the prolongation of Kourung Street, Ettalong; together with that part of the Tasman Sea below the mean high water mark enclosed by lines extending three nautical miles to the east-south-east of the south-eastern extremity of Third Point and the eastern extremity of Bangalley Head and a line between the seaward extremities of those two lines.

Port of Port Stephens

The Port of Port Stephens comprises the navigable waters of the bay known as Port Stephens bounded by the straight line drawn from the southern extremity of Corrie Island in a south easterly direction across the waterway to a point on the southern shore in line with the highest point of Tomaree Head; together with that part of the Tasman Sea below the mean high water mark

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enclosed by the arc of a circle of radius three nautical miles having as its centre the eastern extremity of Yacaaba head.

Port of Broughton Island

The Port of Broughton Island comprises the navigable waters of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius three nautical miles having as its centre the navigation light on Little Broughton Island.

Port of Port Macquarie

The Port of Port Macquarie comprises the navigable waters of the main channel of the Hastings River below the mean high water mark from the river entrance to the eastern side of the Dennis Bridge carrying the Pacific Highway, together with the navigable waters of the slipway cove in the southern bank of the river immediately east of the Dennis Bridge, and that part of the Tasman Sea below the mean high water mark enclosed by the arc of a circle of radius three nautical miles centred on the navigation light at the eastern extremity of the southern breakwater at the river entrance.

Port of Trial Bay

The Port of Trial Bay comprises the navigable waters of the bay known as Trial Bay together with that part of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius three nautical miles having as its centre the navigation light on Laggery Point.

Port of Coffs Harbour

The Port of Coffs Harbour comprises the navigable waters of the harbour known as Coffs Harbour together with the navigable waters of the Tasman Sea below the mean high-water mark enclosed by the arc of a circle of radius three nautical miles centred on the navigation light at the eastern extremity of Coffs Harbour Jetty.

Port of Lord Howe Island

The Port of Lord Howe Island comprises the navigable waters of The Lagoon and of the Tasman Sea extending three nautical miles from the mean high-water mark of Lord Howe Island.