

FF1

APPLICATION TO USE FACILITIES AT NORTH QUEENSFERRY HARBOUR

April March

All boats are required to carry a minimum of £2,500,000 third party insurance.
A copy of your Policy must be attached to this form or scanned and returned by email.

Name NQBC Membership No (if applicable)

Address:

Postcode:

Telephone number:

E-mail:

Next of kin:

Emergency telephone number for next of kin:

Insurance Company:

Boat Name: Boat Length: (m)

Annual or Summer Season:

Would you like to store your boat in a locked compound during the winter months?

Were you a volunteer last year and would like to claim a discount on this year's facility fees?
These claims will be checked against records of volunteering hours carried out.

I have read the Dos and Don'ts for Water Users and agree to abide by them:

I have read the Abandoned Boats Policy and agree to abide by it:

I agree that I remain liable for the fees due for my boat while it is at West Bay harbour until NQCT receive insurance details and facility fees from a new owner

I agree that I will maintain the land under and surrounding my boat by 1 metre, keeping it clear of rubbish and weeds.

Please give your completed form to one of the Harbour Management Team, post it to the address below or email to nq.community.trust@gmail.com

All forms and policies can be emailed to you or accessed via <http://www.nqcommunitytrust.org.uk>

Your personal data is processed in order to allow the performance of the contract for provision of facilities and to facilitate the performance of the mutual rights and obligations thereunder, to enable the Trust to perform its legal obligations towards third parties and otherwise for the legitimate interests pursued by the Trust.

In addition, if you wish to be kept informed of general activities carried out by the Community Trust, receive newsletters etc, please indicate your consent by ticking here:

Yes, please keep me informed on activities of the Trust

The Trust does not share your data with other persons or organisations, save so far as may be required for the above purposes.

North Queensferry Community Trust
Volunteer Enquiry Form

1. Any volunteer who contributes 48 hours per year will be counted as a regular volunteer and will be able to claim a discount of 25% on their Facility Fees.
 2. Any volunteer who contributes 96 hours per year will be counted as a principal volunteer and will be able to claim a discount of 50% on their Facility Fees.
 3. Any volunteer with a boat at the harbour who volunteers 200 hours per year will be able to claim a discount of 100% on their Facility Fees.
- The discount can be claimed back at the end of each financial year in which the volunteer has met the minimum time commitment. It will be subtracted from the next year's Facility Fees.
 - There will be a limit to the number of volunteers recruited according to skills needed.

The Trust's Responsibilities:

Supervision

- The Volunteer Harbour Manager will supervise all volunteers and discuss problems/ suggestions.

Expenses

- We will repay out of pocket expenses including: travel to and from home, food and any other out of pocket expenses incurred during your volunteering.
- Forms for claiming expenses will be available from the Volunteer Harbour Manager.

Health and safety

- We will provide any relevant training and feedback in support of our health and safety policy. We will provide any safety clothing and equipment that is required.

Insurance

- We will provide adequate insurance cover for volunteers whilst undertaking voluntary work approved and authorised by us

Equal opportunities

- We will ensure that all volunteers are dealt with in accordance with our equal opportunities policy.

Problems

- We will try to resolve fairly any problems, grievances and difficulties you may have while you volunteer with us and in the event of an unresolved problem will meet to discuss the issues.

The Volunteer's Responsibilities:

- To perform your volunteering role to the best of your ability;
- To follow the organisation's policies, procedures and standards.
- To meet time commitments and to give reasonable notice if you are not able to attend so other arrangements can be made when this is not possible.

Volunteer name: _____ Phone number: _____
 What skills can you offer? Eg electrics, plumbing, welding, building, landscaping, general maintenance: _____

I apply to become a regular volunteer and claim a 25% Facility Fee discount next April
 I apply to become a principal volunteer and claim a 50% Facility Fee discount next April

This agreement is binding in honour only, is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party. Contact nq.community.trust@gmail.com

FF3

Facility Fees for Boat Storage

The Trust is able to keep the fees well below those of Fife Council due to the help of volunteers, particularly the Harbour Management team whose work keeps the costs of maintenance and improvements down.

If you are able to get involved with helping out around the harbour then volunteers get a discount from next year's fees and can also claim for their travel expenses. You can help out on one particular job or take on something regularly. Please speak to a member of the Harbour Management Team. Their details are on the noticeboard at the Harbour or you can call 07553 505 937

Vessel Size in metres	Fife Council 2023 fees	NQ 2023 fees
<2 (Tender Only) *	n/a	£48.38
≤5	£541.74	£297.01
5.1-6	£541.74	£321.20
6.1-7	£581.54	£345.39
7.1-8	£621.33	£369.58
8.1-9	£661.13	£393.77
9.1-10	£700.93	£417.96
10.1-11	£740.72	£442.15
>11 extra per metre	£39.80	£24.19

Boats under 8m can apply for a seasonal rate at 50% of annual rates. This covers 1st April until 30th September and does not cover winter storage.

* The fee for <2m (Tenders Only) applies to owners of boats on moorings in the summer and removing them from the harbour in winter, therefore only storing a Tender on land.

The Trust welcomes your input on the management of the area.

Website: www.nqcommunitytrust.org.uk

Email: nq.community.trust@gmail.com

FFH

Facilities at North Queensferry Harbour

Public facilities

Under the lease which NQ Community Trust holds with Fife Council, the Trust must provide the following facilities to the public:

- A green open space with seating and viewing area
- Delineated car parking area
- Public toilets

Facilities for boat-owners paying facility fees

Payment of facility fees allows boat owners access to:

- Free access to the slipway
- Hard standing for boat storage
- Secure storage of one dinghy/ tender and trailer per boat
- Running water
- Electricity – this will be metered and charged
- Use of an external cage for storage of LPG

Extra Facilities for Members of the Boat Club

Membership of the Boat Club allows members access to:

- Use of workshop facilities and Clubhouse
- Storage for fuel, paint and outboard engines
- Access to pontoons in the inner bay
- Use of moorings in outer bay
- Use of Boat Club equipment - eg for launch and recovery
- Permission to launch/ retrieve boats stored outwith the area