

Gloucester Regatta

Saturday 26th & Sunday 27th August 2017

Competition / Event Safety Plan

1. Introduction

- The event will be hosted by Gloucester Rowing Club on the Gloucester Sharpness Canal between Netheridge and Hempsted.
- Masters & Juniors events will take place on the Saturday over 600m and Seniors over 750m and Explore Events over 600m on Sunday. Events offered are per the Regatta poster with no restrictions on boat type i.e. coastal, recreational boats or fine.
- It should be noted that this is a Navigable Waterway and at intervals during the day other Canal users will have the right of passage. The Canal is 22 meters wide, reducing to half that at bridges and approximately 5.00metres deep in the middle and 1.2m meters deep on the edges. There is little to no flow with wind being the main cause for movement when at ease. The canal is used as a land drain so can have flotsam and jetsam present.
- Directions to get to the Regatta Field are available.
- This safety plan complies with 'Row Safe: A Guide to Safe Practice in Rowing'.
- The safety plan explains safety measures that have been introduced as a result of the event risk assessment and specific details linked to BR requirements.
- The event will be conducted under BR Rules of Racing & the management of Gloucester Rowing Club.

2. Event Organisation

2.1 Event Organising Committee

This event is organised by Gloucester Rowing Club.

The Organising Committee are:

Event Secretary: Karen Goodwin (07795622106 Regatta day only)

Club Captain: TBA

Treasurer: Stephen Rose

Event Safety Adviser: Clive Pendry

Deputy Event Safety Advisers: Zara Rodford

Event Welfare Officer: Keren Holland

Chairman of Race Committee: Stephen Rose

Race Committee: Ben Rodford, Rupert Charley, Co-ordinating Umpire

2.2 Communications

Competitors and organisers must be made aware of the safety arrangements before and during the event in order to prevent incidents and to enable incidents to be dealt with efficiently if they do occur. The following actions should be undertaken to ensure effective communication between all parties:

Prior to the event –

- The following documentation will be sent and made available on the web before the Regatta. It is the responsibility of all participating clubs to make sure their crews are made aware of the content:
 - How to get to the New Gloucester Boathouse
 - Circulation Pattern on and off water
 - Safety Plan
 - All information is available on line on the Gloucester Rowing Club website <http://gloucester-rowing.org>

- A letter detailing the type of event, location, possible numbers and directions to access point/s has been sent to the following Emergency Services: Police, Fire, Ambulance and local Hospital A&E.
- The Canal & River Trust (C&RT) have approved the event and have issued a Boating Restriction Notice to all users.
- The Local Council has given over the extra parking required, the Highways agency have approved signage, the local market is aware and will not restrict access.
- Other Canal users have been advised by the C&RT Advisory Website 'Waterscape' & by direct contact with the club as appropriate.

At the start of the event –

- As this is a regatta no safety brief will be given on the day unless anything significantly different changes just before or on the day. Copies of the Safety & Welfare Documentation will be available to view at the Registration Tent. The Safety Adviser will be available to discuss any matters arising.
- The Program contains a copy of the Safety & Welfare documentation.
- Umpires will have copies of the Program, Each Rescue Launches has an aide memoire detailing what to do in an emergency, First Aid is provided by a Paramedic who has been briefed by the Safety Adviser.

During the event –

- Communication will be via a Radio Net on three channels. Spares will be held in Registration.
- A separate document on how to use radios and what to say if you have an incident is provided to event officials.
- A separate radio frequency should be used for an emergency.
- If VHF ship to shore is required the Bridge Keeper at Hempstead will be contacted and the C&RT Net will be used to communicate.
- The Registration Tent will hold key mobile phone numbers should other communication methods fail.

Post event –

- Any feedback or comments on any aspects of the Event should be emailed to: info@gloucester-rowing.org or you can contact one of the Event Officials list in 2.1 who will listen and note any points to bring to the Wash Up meeting.
- A Wash Up meeting will be held after the event to review the running of the event and any lessons learned that can be used to improve the Safe and fair running of the event.

2.3 Documentation

Risk Assessment

- The Risk Assessment is a separate document which covers both on and off water hazards. It is a live document with its content being reviewed and modified as and when required. The document cover a wealth of potential hazards and those with the highest RPN are address as a priority.

The Course and Circulation Pattern

The Course and Circulation Pattern are shown on a separate map document. It has been made available to all attending clubs in the pre event documentation, on line at <http://gloucester-rowing.org>, in the program and in the Registration Tent. It is the responsibility of all attending clubs to make their crew/s aware of the course and the circulation pattern on each day of the event.

Access Points

Distance From Club	Points	Set your Sat Nav on following Coodinates / Grid Reference	Bridge Contact Number
100m	Hempsted Bridge	Latitude 51°50'45.18"N, Longitude 2°15'50.18"W (SO 81914 16397)	01452 521880
0	Club House	Latitude 51°50'41.54"N, Longitude 2°15'52.11"W (SO 81877 16285)	01452 523795
200m	New Club Landing Stage (Access from Water)	Latitude 51°50'36.37"N, Longitude 2°16'00.18"W (SO 81722 16126)	
400m	New Club Landing Stage (Access from Main Road)	Latitude 51°50'31.21"N, Longitude 2°16'16.91"W (SO 81401 15968)	
1k	Netheridge Bridge (New Bridge)	Latitude 51°50'18.66"N, Longitude 2°16'24.15"W (SO 81261 15580)	01452 507318
1.5k	Sims Bridge (First Bridge)	Latitude 51°50'17.02"N, Longitude 2°16'46.00"W (SO 80843 15531)	01452 501994

2.4 Safety Monitors

Race Marshalls, Monitors and Umpires (RMMU)

Race Marshalls, Monitors and Umpires (RMMU) will be located all the way down the course to provide visual surveillance for safety and racing infringements. Each RMMU will have specific responsibilities, but the overriding rule is safety and fairness. All instructions given by these people must be acted upon; otherwise the offending crew may receive a penalty/s.

A list of RMMU positions is available with brief descriptions of responsibilities to cover the key areas on and off water the water i.e. Car Park / Road Way, Towpath, Embarkation, Disembarkation, Control Commission, Hazards (Fixed and Variable – Bridges other Canal users), the FOP (Umpires).

Safety boats

The Club will man 3 safety boats with an RYA2 qualified helm and helper. They will be equipped with the equipment detailed in RowSafe. They will be positioned at the start, in the middle and at the end of the course. Any launch can be called to assist a crew in trouble by the nearest race official as they will be in radio contact and or hailing distance.

They have a separate aide memoire detailing how they will affect a rescue. Any crew in trouble are to stay with their boat and follow the instructions given to them by the Safety Boat Crew. They will get you to the side, into the launch and back to the Landing stage as efficiently as possible.

3. Accident and Emergency Procedures

Reference in Risk Assessment and Emergency Response Plan

First Aid Cover

A qualified Paramedic will be on site in the Regatta Field to attend to any medical incidents. Otherwise a Club First Aiders will be available and a first aid box is situated in the Boat House and on each of the Launches.

Emergency Services

The nearest A&E unit is at the following location:

Gloucestershire Royal Hospital

Great Western Road,

Gloucester,

Gloucestershire,

GL1 3NN

It will take about 15 minutes to reach.

Any Emergency Services called will be asked to enter the site by Dave Hook Way off the A430 - Latitude 51°50'31.21"N, Longitude 2°16'16.91"W.

A designated person will meet and direct them to any Emergency.

The Regatta Field can get boggy so it may be best for Emergency services to stay on the hard standing areas and access the site by foot. As they are based in Quedgley they should take 10 to 15 minutes to arrive.

Emergency Equipment

In addition to the equipment present on the safety launches all Marshals and Umpires will have throw lines available for use as and when required.

Pre Boating Safety Checks

Control commission may check any boat going afloat.

It is the responsibility of the Clubs, Coaches and Crews to ensure their equipment meets the minimum standard laid down in the RowSafe Guide and BR Rules of Racing before being racing.

The following must be checked – heel restraints, buoyancy, bow balls, cox lifejacket

Notes:

Heel Restraints – Poor and defective heel restraints continue to represent a major safety concern and Rule 2-3-8b has been amended to bring it in line with FISA standards requiring each heel to be restrained to prevent it from rising higher than 7cm measured at right angles from the footplate.

Buoyancy - ALL boats competing in BR events must have integral full underseat buoyancy or additional buoyancy added by way of buoyancy bags or suitable alternatives providing a similar level of buoyancy. All boats are expected to meet either the BR buoyancy recommendation or the FISA minimum flotation standard as detailed in BR's RowSafe. (BR: all boats must have sufficient inherent buoyancy, together with their oars and sculls, to support a seated crew of the stated design weight such that the rowers' torsos remain out of the water and the boat can be manoeuvred. FISA - All boats when full of water with a crew of average weight equal to the design weight, seated in the rowing position should float such that the top of the seat is a maximum of 5 cm below the static waterline.)

Club may certify that the boat has been tested and buoyant.

Compromised bow / stern canvases must be repaired so are watertight.

Bow Balls must be securely fixed – not flex out of the way on impact, fixing must not be a potential hazard.

Coxes must wear the correct type of life jacket, know how to use them and they are operational

Official Warning for Control commission failures maybe given and or boats prevented from racing if not suitable for use.

4's and 8's with Wing riggers must have back stays fitted i.e. 4-/+ & 8+ Bow Pair (1, 2) and 4x/8x Bow (1) as minimum. Boats incorrectly fitted will not be allowed to race.

Incident Reporting

Any incident or accident must be reported to the Event Secretary and the Event Safety Adviser. The Safety Adviser will record any incidents and submit them online to British Rowing.

If in doubt any competitor, official, coach or spectator can and is encouraged to log any incidents on the BR website.

Emergency Response Plan / Incident Response Plan

- The key to a successful Response is to have quick effective decision making and communication – be clear and concise with radio messages – the full details can be recorded and passed on later.

- Water based incidents will be controlled initially by the Umpires on duty, before the Safety Launches and or Safety Adviser take over responsibility.
- Off Water Incidents can be controlled initially by those finding the incident until the Safety Adviser and or the Paramedic takes over responsibility.
- A separate document exists as an aid memoire for those acting in an official capacity.

4. Abandonment Plan

We are luckier than most being on wide navigable canal. The only conditions that would cause racing not to take place would be Frozen Water, no water or severe winds. All other conditions would see some form of racing taking place.

- If the event is to be abandoned in its entirety this will be determine the Friday before the event so that all clubs are made aware before they travel.
- At the start of the day an assessment will be made by the Race Committee based on the fixed and variable aspects of the event i.e. Age, Experience / Category, 1x, 2x, Coxless, Front Loader, No under seat buoyancy, Weather, the course, Water Conditions, Other External Factors as to what categories are deemed able to races. Any restrictions will be advised to all Club coaches.
- An ongoing assessment will be made during the day by the Race Committee based on the fixed and variable aspects of the event i.e. Age, Experience / Category, 1x, 2x, Coxless, Front Loader, No under seat buoyancy, Weather, the course, Water Conditions, Other External Factors as to what categories are deemed able to races. Any restrictions will be advised to all Club coaches.
- If racing is to be abandoned on the Sunday this will advised to all clubs on Saturday.

Note for Club / Coach / Individual

- The Competition / Event will endeavour to provide a safe environment in accordance with British Rowing's "Row Safe", although competitors, coaches and clubs are specifically reminded that every person attending the event, including those competing, or officiating, do so entirely at their own risk and are solely responsible for:
 - their own safety;
 - ensuring that their boats are safe and are prepared to the standards required by British Rowing's "Row Safe" and the British Rowing Rules of Racing. Any boat found failing to meet the standard shall be excluded;
 - the strict observance of the circulation pattern and British Rowing's "Row Safe";
 - deciding, together with their coaches, whether or not they are competent to able to compete in the prevailing weather and stream conditions; and
 - ensuring 'a responsible adult' accompanies each junior competing in the event to assist them 'in loco parentis' with their responsibilities and assume responsibility for their welfare.

5. "Plan B"

Failure of safety arrangements

In the event of:

the loss of a safety boat will be covered by a replacement launch;

the loss of multiple launches will be covered by positioning people with throw lines down the tow path;

loss of RMMU support will be covered by extended shifts or others suitably qualified officials and or persons; specifically the **Safety Adviser will be replaced by Zara Rodford.**

loss of medical cover will be covered by a qualified club **First Aider – Katy Llewellyn and or Mr Llewellyn**

loss of radio communications will be covered by mobile phones;

Changes to racing arrangements may see the length of the course being shortened, reversal of the course, restrict racing to larger boats and or competent crews and alteration to a Time Trial.

Two permanent and one removable landing stage will give us multiple options to boat as conditions dictate.

These arrangements have been made based on previous events history and will be reviewed as situations develop.

6. Measures for Specific Hazards

Weather and water conditions

There will be some weather and water conditions that may require the event to be changed: Conditions and Possible Prevention and Mitigation Measures.

- **Lightning** - Suspend racing and stop boating until storm blows over.
- **Flooding** (fast current and/or debris in water or on bridges) - Cancel event. Limit entries to older and more experienced crews and larger boats
- **Heavy rain** - Ensure appropriate clothing is worn at boat inspection and control commission.
- **Strong Wind** – Cancel event. Ensure appropriate clothing is worn at boat inspection and control commission. Limit single and double crews.
- **Hail** – Suspend racing and stop boating until storm blows over.
- **Blue Green Algae** – Cancel Event, report sighting to C&RT.

Slips and trips

The boating and trailer areas should be kept free from blades, shoes, trestles, etc.

Wet surfaces close to the water's edge can be slippery & competitors will be advised to take care.

The public right of way on the towpath will be monitored & marshalled.

Manual Handling

Launches onto water

Movements of equipment

Stake boat duty

Setting up landing stage, commentary, tents

Car Park and Trailering Area

Car park marshals will be present to help people decide where to park. If in doubt the following applies:

Cars are to be parked outside of the New Boathouse Site.

Trailers can park inside the New Boathouse Site in the designated areas. Towing vehicle are to be removed, as soon as possible, to the car park outside of the New Boathouse site, as space is limited.

The road and track is likely to be muddy so drive with caution. If you get stuck ask for assistance.

Camping

Juniors must be accompanied by a responsible adult.

No fires are permitted.

Camping is entirely at the risk of those camping. The club can take no responsibility for any loss or injury.

Hygiene

Toilets are available on the **New Gloucester Boathouse site**. Separate male & female toilets & washing facilities are available at the Club House.

If utilities fail (water, sewerage or electricity) the Event Committee will contact the appropriate utility or contractor to rectify the problem.

Litterbins are to be provided. The Competition / Event area is to be inspected during and after the event & left clear of rubbish.

Normal hygiene procedures apply and washing facilities will be made available to people serving food.

Alcohol will not be sold to Juniors or anyone who appears to be under 18. Identification may be requested & the event committee reserves the right to refuse to serve alcohol.

Welfare

The welfare and well-being of all is paramount - regardless of age, sex, ethnicity, religion or ability, all have equal rights to safety and protection.

The Event Committee believes that special care is needed for children and vulnerable adults.

The Event Welfare Officer will report any matter of concern to the British Rowing Child Protection Officer and the relevant authorities as appropriate.

A separate Welfare Plan has been developed by the Club Welfare Officer based on WG 3.3, 3.4, BRSPCG.