

HENLEY WOMEN'S REGATTA

RISK ASSESSMENT 2019

| ITEM | HAZARD | S * | P * | R * | CONTROL | RRR | MONITOR |
|---|---|-----|-----|-----|---|-----|--|
| * See Below <u>1</u> COLLISION | | | | | | | |
| A | River Traffic | 2 | 2 | 4 | Ensure Circulation pattern followed. See safety instructions Notices for other river users at each end of the course. Non-regatta traffic to be in navigation channel outside the course or buoyed areas. | 2 | Umpire launches, Rescue personnel, Safety Advisor, Environment Agency |
| B | Between competitors | 3 | 1 | 3 | Experience of competitors, heeding all warnings, Compliance with circulation pattern, extra care in warm up area, race rules followed. | 2 | Umpires, Marshals, Safety Advisor |
| C | Collisions with stationary objects / obstructions | 1 | 2 | 2 | Follow Circulation pattern, Note positioning of Buoys, and Booms. See Safety instructions | 2 | Umpires, Marshals, Rescue personnel, Safety Advisor |
| D | Collision with other craft during marshalling | 2 | 1 | 2 | Follow all instructions given by Marshals / Starters / Umpires | 2 | Marshals, Starter, Umpires |
| E | Collision with debris | 1 | 1 | 1 | Check course at regular intervals BSAC to regularly clear the course of debris | 1 | All |
| <u>2</u> CAPSIZE | | | | | | | |
| A | Sculler | 2 | 1 | 2 | Experience of sculler. | 2 | Competitor |
| B | From wake of other craft | 2 | 1 | 2 | Keep boats / Cruiser speeds down during event High speed only in emergency situations | 1 | All support staff Notice for river users Environment Agency Safety launches |
| C | From Collision with other river users | 2 | 1 | 2 | Ensure cruisers turn off engines if person near propellers | 1 | Rescue personnel, All |
| D | During retrieval of persons from water | 2 | 1 | 2 | Rescue craft to have enough freeboard/buoyancy and capacity to prevent swamping/overturning during rescue. Prescribed rescue/retrieval techniques Minimum 2 rescue personnel per craft | 1 | Rescue personnel, Umpires launches with radio communications |
| E | Health concerns | 1 | 3 | 3 | If a lot of water is ingested, discuss the possibility of referral to own doctor. Safety teams aware of the requirements of adaptive athletes? Be aware of water borne diseases e.g. Weil's disease | 2 | Medical personnel Safety teams |

3
DROWNING

| | | | | | | | |
|---|-------------------------------|---|---|---|---|---|---------------|
| A | Unintended immersion in river | 3 | 1 | 3 | Personnel involved with water elements of event must be able to swim, and wear a buoyancy aid (excluding competitors, but not coxes) Sufficient rescue craft to provide cover in event of water borne incident | 2 | All personnel |
|---|-------------------------------|---|---|---|---|---|---------------|

4
HYPOTHERMIA

| | | | | | | | |
|---|--------------------------|---|---|---|--|---|------------------------------------|
| A | Immersion | 3 | 1 | 3 | All craft where practicable to carry thermal/foil blankets | 2 | Rescue personnel, Umpires launches |
| B | Cold weather | 3 | 2 | 6 | All personnel to wear/carry adequate layered clothing | 4 | All personnel |
| C | Stake boat boys (if wet) | 3 | 2 | 6 | Ensure wearing/carrying adequate clothing | 4 | All personnel |
| D | Juniors | 3 | 3 | 9 | Ensure wearing/carrying adequate clothing | 6 | Coaches, All personnel |

5
INJURIES/MEDICAL EMERGENCIES

| | | | | | | | |
|---|--|---|---|---|--|---|--|
| A | Heat Stroke | 2 | 1 | 2 | Adequate first aid cover on and off the water, with medical support. Water carried in all launches in hot weather | 2 | All |
| B | Accidents resulting in injuries to Competitors, Support personnel and Spectators | 3 | 1 | 3 | Adequate first aid cover on and off the water, with medical support Ensure all support personnel are aware of the location of the ambulance and first aid centre. Ensure the communications net is operational and manned during the event. Means carried by all support personnel to attract Safety launch | 2 | All support personnel, Safety Advisor, local ambulance service & hospital advised of event |
| C | Medical emergencies while afloat | 3 | 1 | 3 | Fellow competitor/s to take boat to Enclosure side bank if boat has more than one member. Rescue personnel, Umpire launches provide transport to bank if sculler capsizes. Safety teams aware of the requirements of adaptive athletes' | 2 | Fellow competitor, Umpires, Rescue personnel, Doctor, Medical staff |

6
BLOCKED ACCESS ROUTES

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| A | Delay for emergency service/first aid reaching casualty | 3 | 2 | 6 | Car park Marshals (Copas) to ensure that a corridor is kept clear at all times through the riverside enclosure area. Clear access for all adaptive athletes Restrict access for vehicles. A 'Dry' route to be kept | 3 | Copas Car park Marshals, Safety Advisor |
|---|---|---|---|---|---|---|---|

clear

7
ADVERSE WEATHER

| | | | | | | | |
|---|---------------------------|---|---|---|--|---|---|
| A | River too high/full | 3 | 1 | 3 | Hold certain events only Hold Head race system Cancel event | 3 | Environment agency, Safety Advisor Chairman of the Race Committee |
| B | Thunder & Lightning | 3 | 2 | 6 | If lightning is within 5 miles of site stop racing and get all crews off of the water. Follow BR 30-30 rules Blades should be carried low and horizontally. | 3 | Chairman of Race Committee & Safety Advisor |
| C | Thunder & Lightning | 3 | 2 | 6 | All to shelter in vehicles or other designated places All to avoid open spaces and trees. | 3 | Safety Advisor & Land Facilities |
| D | Poor conditions underfoot | 3 | 2 | 6 | Separate Wet Weather Plan | 3 | Land Facilities Manager |

8
LAND BASED RISKS

| | | | | | | | |
|---|-----------------------------|---|---|---|---|---|--|
| A | Temporary boat stages | 2 | 2 | 4 | Must be stable, with all planks secure. Step height natural. Area not cluttered with Oars/shoes | 3 | Boat Marshals, Safety Advisor, Umpires. |
| B | Person/vehicle collision | 3 | 1 | 3 | Boats/crews travelling from Car park to River and back. | 2 | Car Park marshal, Officials at marshals tent |
| C | Spectators falling in river | 3 | 1 | 3 | Adult should be able to climb out Child would need assistance | 2 | All support personnel |
| D | Electrical cables | 3 | 1 | 3 | All Electrical cables should be above head and oar carrying height or under ground | 2 | Personnel putting in address system |
| E | Boat Racks | 2 | 2 | 4 | Boats must be tied on to racks so that they do not blow off and smash or hit people. | 3 | Competitors, |
| F | Temporary structures | 2 | 2 | 4 | Temporary structures e.g. Tents, Guy ropes easily visible. | 2 | Personnel putting up structures |
| G | Cyclists on the Towpath | 3 | 2 | 6 | Static chairs; people; boats; etc. Requested not to cycle through the enclosure | 4 | All |
| H | Fire Risk | 3 | 1 | 3 | Keep all exits clear. Fire extinguishers in place. | 2 | All Personnel |
| I | Catering | 3 | 1 | 3 | Caterers to do own assessment. | 3 | Caterers |
| J | Fire Risk | 3 | 1 | 3 | Keep all exits clear. Fire extinguishers in place. | 2 | All Personnel |
| K | Catering | 3 | 1 | 3 | Caterers to do own assessment. | 3 | Caterers |

9
WELFARE AND SAFEGUARDING CONCERNS

| | | | | | | | |
|---|---|---|---|---|---|---|------------------------|
| A | Interference with Junior competitors / Spectators | 3 | 1 | 3 | Know who the Welfare officer for event is, have the reporting information available and be briefed on what to look out for. All personal to be aware | 4 | Welfare officer All |
| B | Interference with vulnerable adults including Adaptive rowers | 3 | 1 | 3 | Know who the Welfare officer for event is, have the reporting information available and be briefed on what to look out for. All personal to be aware | 4 | Welfare officer All |

10
ENVIRONMENTAL CONCERNS

| | | | | | | | |
|---|--------------------------|---|---|---|---|---|--|
| A | Foot and Mouth | 1 | 1 | 1 | Cancel event | 1 | Remenham Farm |
| B | Pollution Spill in River | 1 | 1 | 1 | Cancel event if dangerous for competitor/ officials to be immersed in river water | 1 | Environment Agency. Police Safety advisor |

11
PAPERWORK REQUIRED

| | | | | | | | |
|---|--|---|---|---|---|---|----------------------------------|
| A | All relevant authorities notified | 2 | 1 | 2 | Ensure all the relevant authorities know the event is taking place. Discuss as required | 1 | Safety Advisor |
| B | All safety paperwork written and Safety plans provided to follow | 3 | 1 | 3 | Ensure all paperwork is written and available. Safety plans are available when needed | 1 | Safety Advisor, Welfare officer. |

This risk assessment forms part of the Henley Women's Regatta safety documentation. It is a planning tool, which helps to identify Hazards (potential for harm) and Risk (likelihood of occurrence).

* A simple 3x3 matrix has been used. S = Severity (max score 3). P = Probability of occurrence (3=Frequent). R = Risk Rating = SxP. Levels > 6 are unacceptable and must have some controls placed on them, resulting in a (subjectively assessed) RRR = Resultant Risk Rating.

An RRR of 6 will need strict compliance and monitoring of the safety plan by those identified.

An RRR of 4 or less will be seen as adequately controlled if the safety plan is complied with.

In line with the Water Safety Code the following gives a comparison:

| | |
|---------|-------------|
| R = 1 | Trivial |
| R = 2-3 | Tolerable |
| R = 4 | Moderate |
| R = 6 | Substantial |
| R = 9 | Intolerable |