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| Risk Assessment | Event | Burton Regatta 2023 | Date: | Mar-23 |
| | Author | ERSA - Michael Wilcox | Rev: | 1.1 |



| Potential Hazard | Who is at risk? | Severity (1-5) | Probability (A-E) | Level of Risk (L/M/S/I) | Planned action to reduce harm to an acceptable level |
|---|----------------------------------|----------------|-------------------|-------------------------|---|
| Pre-event | | | | | |
| Potential conflict with other river users, lack of emergency cover | All | 1 | B | | All River and Local Authorities, Emergency Services and local Clubs (Canoe, Angling, Speed Boat, Sea Cadets) that use the River Trent in the area of the Regatta course, informed of the event. Third Party on site First Aid services secured for the event. |
| Failure of PA and/or radio communications | All | 1 | B | | Systems to be tested the week prior to the event and on the day prior to racing. All officials' mobile phone details recorded and issued as a back up for use in the event of communication failure. |
| Stationary objects on the course and/or near banks. Weed growth restricting boats and launches | Launch personnel and competitors | 1 | C | | Fallen trees and overhanging branches removed where necessary and floating debris cleared - Volunteers will clear course where necessary in week prior to event. |
| Competitors, Coaches, Launch Personnel, Marshals - unaware of safety and circulation arrangements | Launch personnel and competitors | 1 | B | | Safety and circulation documentation available on website prior to event. All visiting clubs e-mailed with all the relevant safety documentation. Printed documentation available on the day. Launch personnel and marshals attend safety briefing prior to commencement of the event. |
| Weather and Environmental Conditions | | | | | |
| Difficult weather or water conditions leading up to event | All | 2 | C | | Observation of local Weather Authority forecasts will be carried out during the week prior to the event. On the Friday (or earlier if conditions dictate), prior to commencement of the event, a decision will be made to run or cancel the event. In the event of cancellation all Clubs and Officials will be informed by Friday evening at the latest. |
| Hypothermia (non-immersion) | Competitors and officials | 2 | C | | Competitors and coaches responsible for ensuring suitable clothing is worn. Competitors considered at risk may be withdrawn from event. Regatta is held in summer, minimising risk. |
| Sudden bad weather causing difficult and/or dangerous conditions | Competitors and officials | 2 | C | | Once racing has started, the Event Safety Adviser and Race Committee Chair will be in control of decisions over safety of racing. If considered necessary, racing may be: Suspended until conditions improve; limited to specific classifications; or cancelled. If rowing takes place ensure that rowers are correctly dressed AND follow guidance in club safety policy. Ensure all rowers have done a swim test and a capsize drill AND teach the Buddy Rescue Technique AND provide safety launches with competent drivers AND provision of first aid AND thermal blankets carried in launch. |
| Hot weather | All | 2 | C | | Once racing has started, the Event Safety Adviser and Race Committee Chair will be in control of decisions over safety of racing. If considered necessary, racing may be: Suspended until conditions improve; limited to specific classifications; or cancelled. If rowing takes place ensure that rowers are correctly dressed AND follow guidance in club safety policy. ensure that rowers carry drinking water. Ensure spectators are able to obtain refreshments and find shade. |
| Severe storm, thunder and lightning | All | 2 | C | | Use the 30/30 rule to suspend or cancel as advised in Row Safe. |
| Overhanging trees | Competitors and officials | 1 | B | | Train rowers to keep a good lookout and stay away from the bank. Signs and displays, reminders to rowers and coaches AND mark on navigation plan |
| Debris on landing stages and /or restricted access | Competitors and officials | 1 | B | | Clean landing stages using appropriate equipment and ensure clear access onto stages. |
| Waterborne diseases | Competitors and officials | 2 | B | | Cover all broken skin with dressings and seek first aid. Clubs advised – coxes, novice winners or other competitors should not be thrown into water. |
| Weed growth restricting boats and launches. | Competitors | 2 | B | | Volunteers will cut weed to clear course and access lane in weeks prior to Regatta. If weed growth very dense, course length may have to be shortened. |
| Low water restricting depth of river | Competitors | 1 | C | | Shallow areas to be marked on course map and buoyed if considered necessary and feasible. |
| Safety Launch Preparation, Equipment and Personnel | | | | | |
| Injury to persons lifting launch and attaching engine to backboard | Officials | 2 | B | | Ensure sufficient personnel using the appropriate lifting technique to lift launch onto water. Minimum of two people to hold the launch with another to control the engine. Minimum of two people to pass the engine to the person in boat. |
| Unable to respond effectively to an incident due to insufficient or missing safety equipment | Officials and competitors | 3 | B | | Launch personnel check that all relevant safety equipment is in place (Throwline, thermal blanket, spare lifejacket/PFD, kill cord, first aid kit, megaphone). Kill cord attached to launch driver at all times while on the water. All launches in radio contact with all other course officials and Race Control. All launch personnel must wear lifejackets and hi-vis jackets/vests. |
| Poor launch driving – losing control of launch | Officials and competitors | 3 | B | | Launches to be driven by qualified drivers with good knowledge of the river and experience of rowing events. Use of all safety devices as outlined above. |
| Person falling out of a launch | Officials and competitors | 2 | B | | All non-rowing personnel 'on the water' must wear life jackets (safety launches). All course officials issued with throw bags, thermal blankets and radios to alert all areas of course. Safety launches to be located on the course for quick response. |
| All officials and safety launches not in place | Competitors and officials | 3 | C | | All course officials and safety launches to report to race control stating they are in position and course clear and safe. Racing will not commence until all are in place. |
| Loss of function of launch | Officials and competitors | 2 | B | | All safety launches fully serviced prior to the event. In the event of a launch becoming incapacitated, the nearest launch will go to its assistance and either: tow it to its operating location; tow it back to the boathouses; take over its safety duties; or arrange for a bank official at its location, dependant on circumstances. |
| Transportation of Boats onto the Water | | | | | |
| Capsize during embarking from stages | Competitors | 2 | B | | Ensure all boats are held on stages by at least one person. Ensure oars are fitted correctly in place with gates locked before disembarkation. Stage marshals in place to assist. |
| Competitors in the water (at all stages) | Competitors | 2 | B | | Under British Rowing guidelines all competitors must be competent swimmers or wear a PFD. Coxswains must wear life jackets that conform to EN standards, and carry CE mark of approval. Coxswains in a bow loader must wear manually operated life jackets. All course officials issued with throw bags, thermal blankets, and radios to alert all areas of course. Safety launches positioned strategically on the course. |
| Proceeding to the Start | | | | | |
| Potential aggravation of capsiz or collision incident due to poorly maintained equipment | Officials and competitors | 2 | B | | All clubs must supply properly and regularly maintained equipment for their members, following British Rowing standards and the recommendations of Row Safe. Random checks as well as visual checks will be carried out by Control Commission officials. Crews may be stopped from boating until the recommendations are met. |
| Officials and safety launches not in place | Competitors | 2 | B | | All course officials and safety launches to report to Race Control stating that they are in position and that the course is clear and safe. Racing will not commence until all are in place. |
| Collisions between crews in the practice areas above the start | Competitors | 2 | B | | Crews informed of the circulation pattern. Crews restricted to upstream area clear of marshalling crews and practise in downstream direction only. |
| Capsiz proceeding to start area/at start area | Competitors | 2 | B | | Course monitored throughout length by bank umpires and safety launches. Safety launches positioned to effect recovery. All course officials in radio contact and issued with throw bags and thermal blankets. |
| Collisions between crews racing and crews proceeding to the start | Competitors | 2 | B | | Competitors will be informed of circulation pattern and need to remain close to bank at all times. Course monitored throughout its length by safety launches and bank based officials who ensure course clear. |
| Collisions with boats other than those taking part in the Regatta | Competitors and the public | 2 | B | | All officials & safety launches informed of other river traffic on course. Other river users have been informed prior to race day outlining the timetable of the day. Race control to be informed and if necessary racing suspended until unauthorised river activity stopped or moved to safe location |
| Equipment Failure | | | | | |
| Gate not correctly closed | Competitors | 3 | B | | Check boats before going afloat. Notice and reminders to rowers and coaches at control commission/with marshals. |
| Boat not correctly set up and adjusted for rower | Competitors | 3 | B | | Ensure correct adjustment before going afloat. Notice and reminders to rowers and coaches at control commission/with marshals. |
| Hatch covers not properly fitted | Competitors | 3 | B | | Check boats before going afloat. Notice and reminders to rowers and coaches at control commission/with marshals. |
| Potential aggravation of capsiz or collision incident due to poorly maintained equipment | Competitors | 3 | B | | All clubs must supply properly and regularly maintained equipment for their members, following British Rowing standards and he recommendations of Row Safe. |
| Racing | | | | | |
| Incident causing blockage of racing course | Officials and competitors | 2 | B | | Course monitored throughout with radio communication to race control who can halt racing via the course officials and safety launches. Racing will be suspended until blockage cleared. Emergency procedure activated if necessary. |
| Incident through sudden difficult weather or water conditions | Officials and competitors | 2 | B | | Weather and water condition assessed and either: restrict to specific classifications; suspend racing; or stop racing. Contact between Race Control and all areas of the course. |
| Collisions between racing crews | Competitors | 2 | B | | Crews under control of bank monitors and launch umpires. Umpires may warn crews, stop a race, and DQ a crew if considered appropriate. Safety launches in strategic locations. Buoys placed to designate racing lanes. Emergency procedure activated if necessary. |
| Capsiz during the race | Officials and competitors | 2 | B | | Course monitored throughout length by launch umpires and bank monitors. Safety launches positioned to assist recovery. Emergency procedure activated if necessary. All course officials in radio contact and issued with throw bags and thermal blankets. |
| Collisions with stationary objects (e.g. bank, debris) trapping, damaging or injuring boats/crew | Competitors | 2 | B | | Crews warned of potentially hazardous areas. Course monitored throughout length by launch umpires and bank monitors. Safety launches positioned to effect recovery. Emergency procedure activated if necessary. All course officials in radio contact. First Aid services available. |
| Sharp bend in river | Competitors | 1 | B | | Train rowers to keep lookout AND make sure rowers are aware of difficult areas of the river. |
| At the Finish | | | | | |
| Capsiz at the finish area | Competitors | 2 | B | | Finish area monitored by finish officials. First aid services close by. Safety launches positioned to effect recovery. All course officials in radio contact and issued with throw bags and thermal blankets. |
| Collisions between finishing crews. | Competitors | 2 | B | | Crews monitored by finish officials and instructed to continue rowing beyond the finish line to avoid collisions with other, fast finishing, crews. |
| Collision with the Ferrybridge pillars | Competitors | 2 | B | | Finish officials to monitor finishing crews beyond the finish line and warn where necessary. |
| Capsiz during disembarkation at boat stages | Competitors | 2 | B | | Ensure boat is held on boat stage by at least one person. Boat stage marshals available to assist. First Aid close by. |

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| Collapse of athlete (e.g. asthma attack; hypothermia) or injury/illness | Competitors | 5 | B | | Call first aid services, in attendance near Finish area and qualified first aiders at the Boathouses. Phone numbers on notice board - 999 or Queens Hospital, Burton. |
| Trailer Unloading, Loading and Boat Handling | | | | | |
| Damage or injury resulting from collision with personnel unloading/loading boats and equipment. | Officials, competitors and public | 2 | B | | Marshals available to help with loading/unloading if needed. Designated boat loading area with sufficient space, with directions from marshalls upon arrival. |
| Blocking of public paths and trailer park access. | Officials, competitors and public | 2 | B | | Trailers parked in designated trailer areas only as indicated on pre-race instructions. Marshals to monitor and keep access ways and paths clear. |
| Site Hazards, Welfare and Anti-Social Issues | | | | | |
| Anti-social behaviour | Officials, competitors and public | 1 | B | | Race Control to be notified, who will immediately call the Police and, dependant on the circumstances, consider whether necessary to suspend or cancel racing. |
| Abuse or bullying of children or vulnerable adults | Officials, competitors and public | 1 | B | | Visiting clubs responsible for welfare of children in their care. All marshals and volunteers briefed on need to be vigilant and report any incidents or concerns to Race Control who will ensure they are taken seriously and investigated by the Event Welfare Officer. |
| Slip or trip incident | Officials, competitors and public | 1 | B | | Any protrusions or trip hazards in high traffic areas should be marked for increased visibility. Marshals to warn crews of slippery or muddy areas to be avoided in wet conditions |
| Low headroom under Ferrybridge | Officials, competitors and public | 1 | B | | Use high visibility tape to highlight low pipework and padding if considered necessary. PA announcements to inform competitors, spectators and public of the potential hazard. |
| Electrical fire initiated from temporary electrics | Officials, competitors and public | 1 | B | | System installed by qualified electrical engineer ensuring cables adequately sized for projected load, inspected before use, and fully wound off reels. Fire extinguishers installed in Refreshment, Hot food, Sponsors, and Race Control / Finish Marquees. Personnel trained to use fire extinguishers on site. |
| Grass fires initiated by prevailing hot dry conditions | Officials, competitors and public | 1 | B | | Fire buckets and beaters placed in strategic locations along riverfront, near marquees and competitors campsite. |

| | | People | Assets | Probability | | | | |
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| | | | | A | B | C | D | E |
| | | | | Highly improbable <i>(has not been known to happen in rowing)</i> | Improbable <i>(has been known to happen in rowing)</i> | Possible <i>(could happen to about 1% of the club's active members per decade)</i> | Probable <i>(could happen to about 1% of the club's active members per year)</i> | Highly probable <i>(could happen to about 10% of the club's active members per year)</i> |
| Severity | 1 | Slight injury or health effect <i>(Requires little or no treatment; no need to take time off rowing or training)</i> | Minor damage to equipment <i>(<£100)</i> | Low | Low | Low | Low | Moderate |
| | 2 | Minor injury or health effect <i>(Requires First Aid or rest; potentially a few days off rowing or training)</i> | Damage repair costs low <i>(£500)</i> | Low | Low | Low | Moderate | Substantial |
| | 3 | Moderate injury or health effect <i>(Requires treatment beyond simple First Aid; potentially a week or so off rowing or training)</i> | High damage repair costs <i>(>£1000)</i> | Low | Low | Moderate | Substantial | Intolerable |
| | 4 | Major injury or health effect <i>(Requires hospital treatment for more than one day; potentially a few weeks off rowing or training)</i> | Very high damage repair costs <i>(loss of boat, 3rd party damage)</i> | Low | Moderate | Substantial | Intolerable | Intolerable |
| | 5 | Fatality or Life Threatening Injury or Health Effect <i>(could end a rowing career or cause hospitalisation for a few months)</i> | Major damage & major costs <i>(loss of several boats, high 3rd party damage)</i> | Moderate | Substantial | Intolerable | Intolerable | Intolerable |

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| Low | An acceptable level of risk. No additional barriers/controls are required. Start or continue the activity but check that the current barriers/controls remain effective. |
| Moderate | An acceptable level of risk that should be reviewed. Implement additional barriers/controls to reduce the risk if the opportunity arises. Start or continue the activity with care. |
| Substantial | An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. |
| Intolerable | An unacceptable level of risk. Improve the barriers/controls and allocate resources to reduce the risk. Do not start or continue the activity until the risk has been reduced. Prohibit the activity if it is not possible to reduce the risk. |