

# Burton Head Event Safety Plan 2023

*This Event Safety Plan follows the guidance within 'RowSafe 2023'*

## 1. The Event

Event Date: Sunday 1st October 2023

Author: Mike Wilcox - Burton Head Competition Safety Adviser (CoRSA)

Plan Reviewed: 16th July 2023

### 1.1 Defining the Event

Event Organiser: Burton Head Committee

Contact Details: [www.burtonhead.co.uk](http://www.burtonhead.co.uk)

Event Venue: The River Trent, Burton upon Trent

*Start 1:* Riverside Hotel, Branston (DE14 3EP, SK227310, spider.crisis.cities)

*Start 2:* Drakelow Hall (places.slug.first)

*Finish:* 80 metres upstream of the Ferry Bridge, Trent Washlands

*Distance between Start 1 & Finish:* 3.5 km

*Distance between Start 2 & Finish:* 2 km

*River Authority:* Environment Agency

### 1.2 Scoping the Contests

Between 100 & 120 racing boats ranging from singles to eights

Age range 14 to 70+

Estimated 180 - 220 competitors

*Competence:* The race is open to juniors, seniors & Masters over a range of event bands. The course is generally wide with a short narrower section adjacent to Swan Island, one long bend, two minor bends and one bridge with arches.

Course 1 @ 3.5 km will be offered to senior / masters crews and junior crews J15 and older

Course 2 @ 2 km will be offered to J13 and J14 crews and beginners category

*Expected racing craft:* Fine racing boats.

*Race format:* Time trial, processional. Morning and afternoon divisions over the same courses.

*Competition Rules:* Standard British Rowing rules of racing.

## 2. Event Organisation

### 2.1 Event Organising Committee

Role	Name	Contact Number	Email
Chairman	Fiona Brown	07517 266 831	brownfj56@gmail.com
Secretary	Barbara Delaney	07484 614 288	barbaradelaneyhilton@hotmail.com
Treasurer	James Hall	07970 238 416	james.hall@reboundashby.co.uk
Entries Secretary	Adam Brown		adambrown0511@gmail.com
Race Committee Chair	Barbara Delaney	07484 614 288	barbaradelaneyhilton@hotmail.com
Competition Safety Adviser (CoRSA)	Mike Wilcox	07745 947 061	mabwilcox@gmail.com
Event Welfare	Fiona Brown	07517 266 831	brownfj56@gmail.com

### 2.2 Race Committee

Role	Name
Chair	Barbara Delaney
Umpire	Katie Hughes
Umpire	Dan Smith
Umpire	Chris Anton
Umpire	Alan Creswell

## 2.3 Communication

### Prior to the event

Organisation	Classification	Contacted
<b>EMERGENCY SERVICES</b>		
Police	Emergency services	Yes
Fire & Rescue	Emergency services	Yes
<b>HIGHWAYS /LAND OWNERS COMMUNITY</b>		
East Staffordshire Borough Council	Site Authority	Yes
Christadelphians	Land owner	Yes
<b>OTHER RIVER USERS</b>		
Canoe Club	River user	Yes
Speed Boat Club	River user	Yes
Sea Cadets	River user	Yes
Angling Clubs	River user	Yes

### Communications with Participants

The following will be available on the Burton Head Website. [www.burtonhead.co.uk](http://www.burtonhead.co.uk)

1. Map of Burton on Trent showing location of the Boathouses
2. Course map
3. Competitor's instructions
4. Safety Plan
5. Welfare Plan
6. Draw

### Cancellation or Curtailment of the Event

The river and weather conditions will be monitored and assessed prior to, and on the day of the event. The Race Committee and Competition Safety Adviser will decide upon the appropriate action to be taken if

conditions are deemed to be such that the event has to be cancelled or curtailed.

Decisions made before the day of the race will be communicated to participants on the website and via the contact details submitted via BROE.

Decisions made on the day will be communicated to participants at the boating areas/boathouses for those not on the water or via Race Monitors and Officials for those already afloat.

### Safety Briefings

Safety briefings for Marshals, Monitors and Safety boat personnel, and helpers at the start and finish will be held prior to the event at boathouses. The briefing will cover:

1. Roles of individuals
2. Timings for the day
3. Communication arrangements /mobile phones
4. Emergency plan
5. Hazards of the course
6. Printed instructions and telephone numbers - issued where appropriate
7. Equipment required for each role

### Backup plan

All Umpires, Monitors, Marshals, Safety Boat Personnel, and key Volunteers will receive copies of all the relevant instructions and safety documentation by e-mail in the week prior to the event.

### At the start of the event

Umpires, Marshals, Monitors and Launch personnel will be briefed on the day, prior to the start of boating at Trent RC boathouse – the time depending on the number of entries and consequent planned time to start embarkation. Paper copies of safety documentation, including circulation pattern will be attached to each Official's clipboard.

### During the Event

Communication will be via two way radio with a back-up system of people mobile numbers being distributed.

### Post Event

Any feedback post event should be sent in the first instance to :- brownfj56@gmail.com

A wash-up meeting will be held post event at the first opportunity once all of the post event jobs are completed. The meeting will cover all aspects of organisation with safety a key item on the agenda.

## **2.4 Documentation**

The following documentation is attached as Appendices

1. Emergency Response Plan

2. Abandonment Plan
3. Plan B

The Risk Assessment, Welfare Plan and Course Maps (showing the Circulation pattern, the location of Officials, Safety launches and Emergency Access points) are available as separate documents.

## **2.5 Safety Monitors and Marshals**

See Course Map for location of Marshals, Monitors, Umpires and Safety Launches.

### In the embarkation area

Marshals are there to assist with embarkation at Trent and Burton Leander boathouses. Control Commission Umpires may inspect the boats.

### Along the course

Bank Monitors and Safety Launches with Umpires are located along the course (see Course Map) and can monitor the entire course from start to finish. All course Officials are in radio contact and have mobile phones, megaphones, throw lines and thermal blankets.

### Start Marshalling Area

Start Marshals are located in this area to direct crews to their holding position prior to the race start and are equipped with radios, rescue equipment and megaphones.

### At the finish

Finish Officials ensure boats keep moving away from the finish area and continue downstream to the boathouses where Marshals will assist disembarkation.

### Car Parking

Car park marshals will direct public, competitors, officials and boat trailers to designated parking areas and assist with the safe unloading of boat trailers.

## **2.6 Safety Boats**

Four Safety Launches are located in strategic positions on the course (see Course Map).

## **3. Accident & Emergency Procedures**

### First Aid

A team of first aiders will be providing cover on site in the finish area. They are advised of the numbers expected and the nature of the event. There are also qualified first aid personnel at the boathouses.

## Emergency Services

The nearest A&E Unit is at Burton Queen's Hospital, Burton-on-Trent, DE13 0RB, about 2.2 miles (5-10mins. away) from the boathouses. Phone: 01283 566333

Any emergency services will be called either to Race Control at Trent RC's boathouse or to the nearest access point to the incident.

## Access Points

<b>Position</b>	<b>Postcode</b>	<b>OS Reference</b>	<b>What3Words</b>
1. Riverside Hotel, Branston (near start)	DE14 3EP	SK 227310	spider.crisis.cities
2. Branston Golf Club, Branston Road	DE14 3DP	SK 240206	gains.guess.salads
3. Waterside Rd. (near Leicester Line Bridge)	DE15 9JL	SK 247212	glaze.hands.cape
4.The Dingle. (near The Ferry Bridge)	DE15 9HF	SK 254219	ritual.boat.tube
5. Burton Leander RC, Stapenhill Road.	DE15 9AE	SK 256231	quarrel.choice.breed

# Appendix 1

## Burton Head Emergency Response Plan

### On the Water

In the event of an emergency, dependant on the severity of the situation, the following procedure should be followed:

a. In the event of a serious incident involving an immediate danger to life the following radio call must be made by the nearest official:

**“Mayday Mayday Mayday. All Stations, this is [the Start] My position is [at the 2000 m start]. We have [a suspected heart attack in the XX crew and the crew member is in serious difficulty]. We require immediate assistance from the emergency services. [One of the crew is giving external heart massage.] All Stations, this is [the start] Over.”**

Thereafter, all stations, apart from ESA, Regatta Control, First Aid and the official on the scene, must maintain radio silence until the emergency is resolved. Racing will be suspended and will not resume until confirmation is received from Race Committee Chairman via Race Control.

b. Where there is no immediate danger to life, although there is a requirement for immediate emergency boat attendance, the following call will be made by the nearest official:

**“pan-pan, pan-pan, pan-pan”. this is [the start] We have had a collision between two boats and both are holed. There are no injuries but both crews require assistance to get to a place of safety. All stations, this is [the starter at the start at 2000m] Over**

The Competition Safety Adviser or deputy will be responsible for contacting first aid services or the emergency services as appropriate.

In the event of a capsize of a crew during a race, proceeding to the start, or in the marshalling area at the start, the nearest umpire will act as the emergency coordinator until the safety officer arrives and will:

- Advise the Competition Safety Adviser and all other race officials that it is necessary to suspend the start of any further races (using PAN-PAN, PAN-PAN to alert all officials)
- Instruct the crew to hold onto the boat and summon the nearest safety launch to assist in the recovery of the crew and boat
- Deploy the throw line if considered appropriate
- The umpire or safety advisor will advise all officials when racing can restart

In the event of equipment failure or other incident that prevents a crew from racing or completing a race, but which does not require safety launch recovery, the start umpire or nearest umpire will inform all other race officials that the crew is returning along the course but is not racing while it does so.

In the event of equipment failure or other incident that renders the boat unrowable (e.g. a crew becoming

stuck in the bank) then the procedure above for capsize should be followed.

### **Lightning**

In the event of a Lightning Storm, the British Rowing 30/30 rule shall be used. All crews on the water shall be instructed to return to the boating areas as quickly as is safe to do so and safety launches will follow the last boats having ensured all boats are off the water. Race officials will move to a point of safety. Once off the water all should move either under cover (not under metal structures) or into vehicles until the danger of lightning has passed.

The Competition Safety Adviser, Race Committee Chair and Welfare Officer/Chair of Event Organising Committee will decide if and when racing should resume.

The PA will be used to communicate these arrangements with competitors and spectators. Event officials will be informed via the radio.

### **Land Based Incidents**

These will be controlled initially by those finding the incident until the Competition Safety Adviser and/or First Aid services take over responsibility or decide to summon the emergency services.

### **Access Points**

The river bank is accessible on the Burton side at the Riverside Hotel, Branston, near the start via a ramp from the hotel car park, and 1.5km from the start via a track across Branston golf course from their maintenance garages. Access is available on the Stapenhill side along Waterside Road about 1km from the finish and adjacent to the finish via the Dingle and staging on the Christadelphian's property. Access is also available at the boathouses off Stapenhill Road, 1.25km downstream of the finish.

<b>Position</b>	<b>Postcode</b>	<b>OS Reference</b>	<b>What3Words</b>
1. Riverside Hotel, Branston (near start)	DE14 3EP	SK 227310	spider.crisis.cities
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### **Reporting of Incidents**

Any incidents including potential and/or actual injury or damage to individual or equipment must be reported to the ESA and the event organiser. These will be entered into an incident book and logged onto the British Rowing reporting system.



## **Abandonment**

The decision to abandon or curtail the event in cases of emergency or extreme weather or other conditions will be made by the following officials: Competition Safety Adviser, Race Committee Chairman, Welfare Officer/ Event Organising Committee Chairman.

## **Appendix 2**

### **Burton Head Abandonment Plan**

The event takes place on the River Trent. The conditions that would cause the abandonment of the event or racing would be: high water levels, very low water, excess weed growth on the course, debris or severe winds. Of these only high water levels and high winds are likely to cause abandonment in October.

In the week prior to the event the Competition Safety Adviser and Race Committee Chair will monitor the river, Washlands finish area, and the local weather authority forecasts. The Environment Agency website, which provides regular data on water levels and rates of rise at Drakelow Hall in mid-course, will also be monitored. On the Saturday prior to the event, or earlier if conditions dictate, based upon an assessment of likely forecast conditions, and following consultation with the Event Organising Committee, a decision will be made to run or cancel the event.

In the event of cancellation all participants will be informed on the website and via the contact details submitted via BROE on the Saturday at the latest.

Prior to racing on the day of the event, an assessment will be made by the Race Committee based on the fixed and variable aspects of the event e.g. age, experience / category, 1x, 2x, coxless, front loader, weather, the course, water conditions, other external factors, as to what categories are deemed able to race and whether any amendments are to be made to the course. Any restrictions or amendments will be advised to all Club coaches by the Competition Safety Adviser/Race Committee Chair at a meeting at Burton Leander RC boathouse.

An ongoing assessment will be made during each day by the Race Committee and any restrictions or amendments will be advised to all Club coaches by the Competition Safety Adviser at a meeting at Burton Leander RC boathouse. All marshals, safety launches and umpires will be informed by radio.

The decision to abandon or curtail the event in cases of emergency or extreme weather or other conditions will be made by the following officials: Competition Safety Adviser, Race Committee Chairman, and Welfare Officer/ Event Organising Committee Chairman.

## **Appendix 3**

### **Burton Head Plan B**

The following arrangements are in place to cover unforeseen failure of safety cover:

1. Loss of radio communications will be covered by use of mobile phones
2. Loss of Race Marshal, Safety Launch personnel or Umpire support:
3. Any missing Umpires will be covered by officials on standby to take over relevant duties
4. Missing marshals, monitors or safety launch personnel will be covered by extended shifts or standby personnel
5. The Competition Safety Adviser, Organising Committee Chair & Race Committee Chair will work together and cover for each other.