

# DEE AUTUMN HEAD

## Saturday 23rd October 2022

### SAFETY PLAN

#### 1 PURPOSE

Is to ensure the safety of participants, officials, other water users and the public at large. This Safety Plan describes how officials, participants and others should act in order to ensure a safe competition.

The event is held under the British Rowing Rules of Racing, British Rowing Guide to Good Practice in Rowing (Row Safe), Local Navigation Authority Rules and any relevant Government Guidelines (eg COVID), Adaptive Rowing Safety Guidance for Event Organisers.

#### 2 ORGANISATION

Entries from participants are collated using BR Online Entry System (BROE) in accordance with the dates indicate on the event poster. The participating club entries secretary submits crew member identification (BR Number and Name) information. Crew competency is monitored using CRI points system, Contact details for the club entries secretary is also captured with each crew entered, this is the primary communication method with the participants before the day. The event issues crew identification numbers via the Draw, physical numbers and boat stickers are issued at registration. The numbers will be displayed to identify the crews when on the water. Craft also have a boat registration number issued by the owning club, this can be used to identify and trace craft involved in incidents.

##### 2.1 Key Contact Information Organisation Team

Race Control	Grosvenor RC	01244311231
Event Chairman & Duty Officer	Adam Webster	07974161647
Race Safety Advisor	Colin Davies	07919593049
Welfare Officer	Helen Craven	07747801339
Event Team Manager	Mike Allwood	07875858723
Club Captain	Pete Abbott	07956982820
Chairman of the Race Committee	Mark Briegal	07973283678
Catering Manager	Sandy Allwood	01244311231
Social Event Organiser		01244311231

### 3 COMMUNICATION

#### 3.1 Radios:

The primary communication channel will be Two-Way Digital Radio Network and agreed radio channel, and operated in accordance with Row Safe's Radio Protocol. These radios are not compatible with Marine VHF radios.

All users will be trained on the radio protocol for the event.

#### 3.2 Mobile Telephones

The event team will also use mobile telephones if needed to contact event team members who are not issued with a radio.

#### 3.3 Land Line Telephones

There is a telephone in Grosvenor Rowing Club at **Race Control** (01244 311231). Public phone boxes can be found at Royal Chester Rowing Club (01244 322468) and in the Groves. In the event of an emergency Dial 999 clearly request the appropriate emergency service, your location and details of the injury.

Official's telephone details are above.

#### 3.4 Megaphones

Will be used for close communication with the competitors while on the water.

#### 3.5 Pre-event Notifications

Other river users, commercial proprietors and residents will be advised by the Organising Committee

### 4 SAFETY

#### 4.1 Risk Assessments (RA)

this Safety Plan is based on a detailed Risk Assessment. A RA will have been undertaken and reviewed before running the competition to assess the hazards and potential risks of running the Competition. Barriers and Controls will be put in place to mitigate the hazards and harms identified in the RA.

#### 4.2 Authorisation to proceed

Before the Competition can proceed, the state of the river and prevailing weather conditions on the day, including Fog, Wind, Squalls, Barometric Pressure, Tide, Debris and Stream conditions will be assessed. The Competition Safety Advisor, Competition Duty Officer and Chief umpire will authorize the Competition to proceed as planned or consider alternative arrangements. These conditions should be monitored during the previous few days prior to the Competition.

#### 4.3 Control

The Duty Officer has overall responsibility for the Competition with the support of the Welfare Officer, Rowing Safety Advisor and Chief Umpire. Control of the course is handed to the Chief Umpire during the racing divisions.

Where necessary, a separate Adaptive Rowing Risk Assessment will be undertaken by the Club's Adaptive Coach, in conjunction with the Rowing Safety Advisor and in accordance with British Rowing's Adaptive Guidance Document and previously agreed procedures.

Cheshire West and Chester Council (CWAC) are the Navigation Authority give permission for the event to run and are supplied with the Risk Assessment, Safety Plan, Course Map and Circulation Pattern. CWAC as a matter of procedure will inform other River Users.

#### 4.4 Competitor Instructions

Will be issued and made available on the website and inform Competitors of the Safety Procedures. This information will be supported by Safety Briefing session explaining key elements of the Safety Plan, at Grosvenor Rowing Club, prior to each division. The Duty Officer will nominate one of the Grosvenor Rowing Club's more experienced coaches to undertake the brief. This will address the issue of other river users, especially the larger commercial craft, course map (including maneuvering on the start), circulation patterns and possible dangerous obstacles.

#### 4.5 Course Map

As well as illustrating the course, will include the location of the Umpires, Safety Launches, Emergency Access Points and Emergency Reference Points for pinpointing the incident. Emergency reference points are physically marked on the river bank by signs

### 5 MEDICAL AND FIRST AID

St. John Ambulance Service will provide First Aid cover in front of or inside Grosvenor RC (postcode CH1 1SD) contact tel: 01244 311231. Minor incidents will be treated; the triage service will indicate further medical care if needed. The First Aid Team will be located at Grosvenor Rowing Club.

A defibrillator is located at Grosvenor Rowing Club's Gym

#### 5.1 Hospital Treatment

All accidents requiring emergency services will be taken to the Countess of Chester Hospital, Liverpool Road, Chester, tel: 01244 365000 (post code CH2 1UL), approximately 3 miles away.

#### 5.2 Adaptive Athletes (Row Safe P61)

All athletes to complete the BR [Pre-Activity Questionnaire](#) and submit to the Grosvenor RC Welfare Officer.

Currently the Competition is only open to coxed adaptive boats, steered by an Able Non Adaptive Cox.

Umpires and Marshalls will be briefed and provided with the numbers for the adaptive crews taking part.

BR's safety guidance will be followed:

<https://www.britishrowing.org/wp-content/uploads/2017/04/Adaptive-Rowing-Safety-Guidance-For-Event-Organisers-2.pdf?41e6e6>

#### 5.3 Welfare

Issues of welfare will be addressed to the Welfare Officer in accordance with the Event Welfare Plan.

### 6 LAUNCHES

#### 6.1 Safety Launches

The safety launch and driver (RYA Level 2) will comply with Row Safe's requirements. Race marshals with Competition radios will accompany safety launch personnel ensuring two people are available for rescue purposes. Rigid Inflatable Boats (RIB) will be used with low freeboards, supplied by Chester Boat Company. Complying with the Adaptive Guidelines.

Safety Launch drivers will be briefed Safety Launch drivers will be briefed on the Emergency Procedures, radio use and protocol, areas of responsibility and evacuation points. Adequate time should be provided for the briefing and a guidance note provided to the boat company in advance indicating their responsibilities. The information provided will include map marking the areas of responsibility for each safety launch.

## 6.2 Umpire and Marshalling Launches

Will comply with the requirements of Row Safe, each will have a RYA Level 2 certified or experienced and competent driver. All Umpire and Marshalling launches will be serviced prior to the Competition.

All users, while in the launch, must wear life jackets and use kill cords at all times.

## 7 OFFICIALS

### 7.1 Umpires

Will be provided by the North West Umpires Commission. They will control the race and are located at appropriate positions on the Course. Head of the Race Committee will brief Umpires and include any additional safety or health issues, if and as they arise.

### 7.2 Marshals

Marshals will provide additional support to the Umpires. The Marshals will be briefed by the Duty Officer and provided with Role Descriptions where appropriate. This should be done in advance of the Competition. Each marshal will be provided with the necessary equipment and will be identified by wearing a Yellow Vest. Radio Users will be trained before the event.

### 7.3 Safety Equipment

Course Map, Launches, Throw Lines, Lifejackets, High Vis Vests, Megaphones, Radios, will be in good working order, checked by the Rowing Safety Advisor and issued by the Duty Officer or nominated assistant.

A Job Rota will be issued identifying those members or other volunteers responsible including equipment necessary to complete the activity.

## 8 BOATING, RACING AND LANDING

### 8.1 Competitors Boat Safety Equipment

Equipment is the responsibility of the athletes and competitors, the following will be inspected when considered necessary; Heal Restraints, Bow Balls, Buoyancy, Life Jackets and signs of potential equipment failure. This will be completed by an Umpire or delegated Marshals and conform to the requirements of Row Safe.

Failures and responsible clubs will be recorded on BR's Control Commission Report.

<https://www.britishrowing.org/wp-content/uploads/2015/12/Control-Commission-Checklist.pdf?241e6e6>

The Safety Advisor will record these defects on British Rowing's Incident Reporting System.

### 8.2 Embarkation

All Safety Launches, Marshals and Umpires should be in place before boating time for each division.

### 8.3 Hazards

Marshals and Umpires are positioned at appropriate places on the Race Course, Start, Finish Circulation, Suspension Bridge and major Commercial Vessels. The Cardinal Buoys must be in place before the Weir. In advance of the race the organising committee will request the removal or marking of any large debris such as trees in the river and floating logs left by high tides.

### 8.4 Start

Bank Marshals and Start Marshals (in launches) will help moor and prepare competitors for the Start. A second Safety Launch will be temporarily located at the start while boats are maneuvering onto their station.

If necessary (larger entry) the Start Umpire and Start Marshal shall agree suitable time gaps between sub-divisions, to avoid congestion at Heron Bridge and the Finish Area.

Boats will remain pointing upstream until authorised to start by the Start or Chief Umpire.

### 8.5 Race

The race will be controlled by the nominated Chief Umpire and supported by the NW Regional Umpires' Commission.

### 8.6 Finish and Boat Circulation Pattern

This will be issued with the Competitors Instructions and is specific to the **finishing area**, to avoid the Safety Buoys protecting the weir and other moorings. This will be controlled by Marshals both on the bridge and supported by the Finish Marshal Launch.

The Finish Marshal will coordinate with the Start Marshal, if congestion looks likely.

## 9 OTHER RIVER USERS

Local Navigation Rules will be agreed with the Navigation Authority and Commercial users. The Competitor Instructions and Safety Brief will include these details. Race Marshals with radios will accompany the large commercial vessels. Other organisations on the river likely to be impacted by the event, will be notified in advance.

## 10 BOAT TRAILERS

Access will be provided to the Bandstand Area of the Groves and a request to the local authority to close Souter's Lane, allowing for easier access and egress. This area will be marshaled

Additional space for parking and trailers will be provided by Queens Park High School

## 11 MINOR INCIDENTS

### 11.1 Water based

If possible, identify the location on the Map, Radio for the nearest safety launch to attend the scene (informing them of the location). If necessary the safety launch will perform a rescue and transport the competitor to Grosvenor Rowing Club for triage and treatment.

### 11.2 Land based

Instruct the person to visit the St John's Ambulance. Race Control (Commission) inform St John's Ambulance personnel of the incident and anticipated arrival

## 12 MAJOR INCIDENTS

Will be covered by the Emergency Procedure (See Appendix 1)

All incidents will be reported on the BR Incident Reporting System by the Safety Advisor.

## 13 ALTERNATIVE ARRANGEMENTS

Sometimes the conditions are such that the event cannot safely continue as planned. It may then be appropriate to abandon or suspend the competition or make other alternative arrangements

### 13.1 Communication of alternate arrangements

- Before race day email communication will be sent to the participating clubs and event team.

- On race day before racing has started verbal briefings will be given at the pre-race coxes meeting.
- During racing or when boats are on the water, Marshalls and Umpires will communicate with crews on the water via Megaphone. Stage Marshalls will communicate verbally to crews attempting to boat. Bank Marshalls will be sent out to brief participants that are in the trailer parking areas.

### 13.2 Pre-Event Decision Making

Tides, River and Weather conditions will be considered, The Met Office, Tide Times and River Levels website information will be used. Before the competition the forecast from the sources listed will be reviewed. Areas considered are listed under Section 4 of Row Safe. After the review a decision will be made by the Organising Committee as to whether the Competition should go ahead.

<https://www.metoffice.gov.uk/>

<https://riverlevels.uk/rivers/dee#.YVWr8JrMJPY>

<https://www.tidetimes.org.uk/chester-tide-times>

### 13.3 Risk level considered to be too high

Abandon the Competition

### 13.4 Incident, Capsize, Collision

If a serious incident occurs and it's recommended the Competition is stopped or there's further risk to the casualty, the Duty Officer or Chair of the Race Committee must contact the start and prevent any further boats from racing and direct Umpires and Marshalls to maneuver boats to safety

### 13.5 Weather and River Conditions

If the weather and river conditions deteriorate e.g. wind over tide or increased debris. Prior to the boating starting consider reducing racing boats to coxed boats or cancellation of the event. If the conditions deteriorate during the event when crews are on the water consider abandoning the event. Use the Umpires, Marshalls and Safety Launches to facilitate a safe controlled evacuation of the river.

### 13.6 Increased Stream and Large Entry

As long as it's safe to move upstream, increase the gap between sub divisions. This will ensure the finish area is not congested with too many crews arriving at the same time.

### 13.7 Increased Tide and Debris

Move the times of the divisions, race coxed boats only

### 13.8 Loss of Radio Network

Use mobile phone network

### 13.9 Loss of Safety or Umpire Launch

Use the spare launch or reshuffle launch allocation, arrange to recover the stranded launch following racing.

## 14 POST EVENT WASH-UP MEETING

Within a few weeks of the event the organiser will host a wash-up meeting to capture feedback and learning points from this years event. The Race Safety Advisor is to ensure any safety related learnings from the recent event recorded and communicated for discussion at the wash-up meeting.

## DEE AUTUMN HEAD OF THE RIVER

### 15 APPENDIX 1 EMERGENCY PROCEDURE

Minor incidents should be referred to St John's Ambulance personnel.

#### 15.1 Emergency Services the following procedure must be adopted:

1. Identify the Location on the Map if possible, Radio for the nearest safety boat to carry out a rescue (informing them of the location) if the incident is on the water.
2. Radio Race Control (Commission) and ask for the emergency services to attend an incident at the specified Emergency Access Point (See Below) and identify type and nature of the incident involved, the number of people involved and how the patient will be moved to the access point.
3. If necessary call for the Competition to a stop, preventing further congestion or collision
4. Race Control (Commission) will telephone 999 and ask for the emergency service to attend at the appropriate Emergency Access Point.
5. Control Commission will confirm to the request holder that the appropriate Emergency Service has been requested and provide an approximate arrival time and any additional instructions.
6. If the Request Holder is unable to contact Race Control Commission or has difficulty confirming the request, they should dial 999 themselves if this is practical. Ask for the appropriate Emergency Service. Speak clearly and listen to and respond to the operator's requests carefully.
7. In the event of a fire, evacuate the area immediately and wait at the assembly point. For Grosvenor Rowing club the assembly point is on the lower steps and towpath at the front of the Boathouse.
8. If the fire incident involves a Boat on the water, **follow the procedures from item one above.**
9. When calling 999, Tell them that: 'Grosvenor Rowing Club requires an Ambulance/Fire Service at an Emergency Access Point on the River Dee:' and give details of the appropriate access point as below. You will also be asked to provide details of the nature of the incident and any special needs.

#### Emergency Access Points:

Finish Area: The Groves SJ 411 661

Start Area: Paddock Road, Eccleston SJ 414 621

Mid-Point of Race Course: Sandy Lane SJ 420660

Use the nearest