

# **Yare Cup Risk Assessment**

**Date: 24 September 2016**

**Club Responsible For Organisation Of The Event:  
Yare Boat Club**

## Risk Scoring

Risk Rating	Risk	Likelihood	Consequence				
			Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
1 – 7	Low – Accepted, manage by routine controls	Rare (1)	1	2	3	4	5
8 - 15	Moderate – Action may be required reduce risk or mitigate consequences	Unlikely (2)	2	4	6	8	10
16 - 25	High – Concerted action required by the Race Committee to reduce level of risk to Moderate or Low	Possible (3)	3	6	9	12	15
		Likely (4)	4	8	12	16	20
		Almost Certain (5)	5	10	15	20	25

Water Associated Hazards	Likelihood		Consequence	Risk Level	Who May Be Harmed	Action to Control Hazard	Hazard Controlled
Drowning	1	x	5	5	Competitor, marshal	<ul style="list-style-type: none"> <li>All competitors must be competent to swim 50m in rowing kit, all coxes and boat borne marshals to wear appropriate buoyancy aid</li> <li>Boat buoyancy must be capable of supporting the crew in the event of swamping</li> <li>At no point over the race course is the river more than 80 metres wide therefore in the event of a capsize a boat will not be more than 40m a bank</li> <li>Safety marshals to be available provide assistance in the event of a capsize</li> <li>First aider available at the finish and clubhouse</li> <li>Emergency access points for ambulance have been identified in the safety plan</li> </ul>	Yes
Collision between competitor and other river users while proceeding to start.	2	x	2	4	Competitor	<ul style="list-style-type: none"> <li>Competitors informed in the competitors instructions that the river is open to users during the event and that they must follow the rules of navigation</li> <li>Safety briefing for competitors prior to boating</li> <li>The Broads Authority notified of the event</li> <li>Safety boats will be on station along the course to warn both competitors and other river users</li> </ul>	Yes

						<ul style="list-style-type: none"> <li>Local boat hire companies and local ferry operators informed of the event and the specific timing of the divisions</li> <li>Other boating clubs (e.g. canoe and sailing clubs informed of the date &amp; time of event) marshals to be present at recognised points of risk/danger to warn competitors if they are too close</li> <li>Local angling clubs informed of the date of the event</li> </ul>	
Collision between boats and marker buoys, moored boats and structure that are impart within the flow river: Moored boats at Watersedge PH – south side of river, Boats exiting Griffin Marine, Broads Authority River Depot, Freedom Boats hire centre all on north side of river, Sewage outfall, 'Sheep dip' on the south side of the river & rail bridges for any boats returning to Yare Boat Club or Norwich boat houses via the old river channel passing Thorpe Green	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>Crews to be informed of location of potential hazards via maps placed on the club website and pre-race briefings</li> <li>Safety boats to be moored or where appropriate bank marshals to be present at recognised points of risk/danger to warn competitors</li> <li>Any crews following a course that passes under either rail bridge over the old river channel to take care to avoid collision with pylons of the bridges</li> </ul>	Yes
Waterborne collision between competitors either on the way to the start or while racing	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>Briefing of crews prior to boating</li> <li>Marshals either in safety boats or on the bank will have line of site coverage of the entire course</li> <li>All competing boats to be beyond designated check points by a predetermined time prior to the start of each division, late crews will not be allowed to compete. This information will be disseminated during morning briefing</li> <li>The starter will hold crews at the start to establish a good separation between boats</li> <li>Each crew is responsible for its own positioning &amp; safety on the water</li> <li>Marshals will warn any crews not following the rules of navigation and keep a lookout for any developing situations between competitors and other river users</li> <li>Racing boats to be given priority by other crews</li> <li>Boats that have completed the course will be required to clear the area of the finish line by marshals</li> </ul>	Yes
Collision in the start marshalling area either between boats participating in the event or between a competing boat and other users of the river	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>Start marshals to direct competing boats as to where they should wait for the start of the event</li> <li>The start of the marshalling area to be approximately 100 metres down stream from the start point of the event</li> <li>Crews will be divided between the two banks of the</li> </ul>	Yes

						<p>river with competitors with odd numbers on the Water's Edge pub side (south side) and even numbers on the opposite bank</p> <ul style="list-style-type: none"> <li>• While waiting for all boats to arrive at the start competitors will be directed to keep clear of the centre of the river to allow the passage of other river users</li> <li>• Start marshals to inform boats moored along the quay at the Water's Edge pub of the event and start times of each division</li> <li>• Start marshals to inform other river users moving up river of the event. Close to the start time of each division marshals to request other river users to wait to proceed up river until all competitors have crossed the start line</li> <li>• Crews wishing to practice to be instructed to move at least 200 metres down stream of the end of the start of the marshalling area</li> <li>• When turning crews should ensure that it is safe to do so</li> </ul>	
Overhanging trees along the river for parts of the course	3	x	1	3	Competitor	<ul style="list-style-type: none"> <li>• Crews will be advised that along significant parts of the course trees and shrubs overhang the river to a low level. Single scullers in particular to be advised to avoid getting too close to the banks</li> <li>• Where scullers or crews are in difficulty assistance to be provided by safety boats</li> </ul>	Yes
Collision with flotsam	2	x	2	2	Competitor	<ul style="list-style-type: none"> <li>• Flotsam can present a problem particularly following periods of heavy rainfall. Where possible waterborne marshals will remove flotsam from the course prior to the start of racing. Where this is not possible the marshals will inform the starter and information will be passed on to the competitors</li> </ul>	Yes
Capsize of sculler or crew during event	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>• Safety boats/bank marshals to be in place along the entire course so that there is line of sight coverage over the whole course</li> <li>• Safety boats to be equipped with line throwing equipment, buoyancy aids, first aid kit &amp; thermal blankets</li> </ul>	Yes
Congestion at the start	4	x	1	4	Competitor	<ul style="list-style-type: none"> <li>• Safety boat with marshal to patrol the start area, additional land based marshal on the bank</li> </ul>	Yes
Safety launch driver falling in to the water	2	x	3	6	Race officials	<ul style="list-style-type: none"> <li>• All crew in the safety launches to wear a life jacket, all launch drivers to be competent boat handlers.</li> <li>• Instruction given with regard to safety requirements and use of equipment</li> </ul>	Yes
Launch wash	4	x	2	8	Competitors and afloat race officials	<ul style="list-style-type: none"> <li>• Launch drivers to be aware of wash created by launch and take appropriate action to reduce wash and its effect on other boats, particularly those that are vulnerable to increased boat wake, novice scullers and rowers, canoeists, those in moored</li> </ul>	

						launches	
Anglers – possible collision with boats moored in the river entanglement with fishing equipment	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>Local Angling Clubs will have been contacted prior to the event</li> <li>The Broads Authority will have been informed of the event</li> <li>Marshals to advise anglers on the water that the event is taking place</li> </ul>	Yes
<b>Weather associated hazards</b>							
<b>Hazard</b>	<b>Probability</b>		<b>Level of Potential Harm</b>	<b>Risk Level</b>	<b>Who May Be Harmed</b>	<b>Action to Control Hazard</b>	<b>Hazard Controlled</b>
Possibility of electrical storm	3	x	3 (2) When action taken promptly	9 (6) When action taken promptly to get crews & marshals off the river	Competitors & race officials	<ul style="list-style-type: none"> <li>The Race Committee will check the weather forecast the day before and on the morning of event for the possibility of a thunderstorm occurring during the event</li> <li>In the event of thunder being heard the '30 – 30' rule (from Row Safe Further Guidance) will be followed</li> <li>If thunder is heard and crews have not boated boating will not commence until it is considered safe to do so</li> <li>Where crews are already waterborne marshals in the safety boats will inform crews to find somewhere to land and to seek appropriate shelter as soon as possible until it is safe to recommence the event. Where a crew considers it safe to do so they should return to the boathouse</li> <li>In the event of a thunderstorm the decision as to when to suspend the event for a period of time will be taken by <b>either the one of the Umpires or the Race Control</b></li> </ul>	Yes
Difficult water conditions due to a combination of high winds, tide conditions, drainage of additional water in to the river network following a period of heavy rain in the days prior to the event	3	x	2	6	Competitors	<ul style="list-style-type: none"> <li>The Race Committee will monitor the weather and water conditions on the day of the event and racing will postponed or cancelled should the conditions warrant such action. The safety of participants and officials will be paramount</li> <li>If bad weather should suddenly occur during the event any umpire or other key race official will stop racing. Any crews on the water will be moved to sheltered locations and arrangements made for safety boats to escort them back to landing stages</li> </ul>	Yes
Exposure of competitors and officials to either excessively low or high temperatures, potential for hypothermia or sun stroke	2	x	2	4	Competitors & Marshals	<ul style="list-style-type: none"> <li>Crews and officials will be advised at the safety briefing to be appropriately prepared for the prevailing weather conditions: <ul style="list-style-type: none"> <li>if weather likely to be inclement: warm-clothing, including windproof jackets, gloves &amp; hats</li> <li>if weather likely to be warm &amp; sunny: light tops to protect skin from sun, hats, sun cream, sun glasses and water or alternative hydration fluid</li> </ul> </li> </ul>	Yes

						<ul style="list-style-type: none"> <li>Efficient boating of crews to ensure that racing can start promptly. Crews that have not passed the Control Point (at Whittingham Green) by 10:00 for the 1<sup>st</sup> Division and 13:00 for the 2<sup>nd</sup> Division will be turned back and not allowed to race</li> </ul>	
<b>Boating &amp; de-boating</b>							
<b>Hazard</b>	<b>Probability</b>		<b>Level of Potential Harm</b>	<b>Risk Level</b>	<b>Who May Be Harmed</b>	<b>Action to Control Hazard</b>	<b>Hazard Controlled</b>
Slip and trips while moving getting boats and crews on and off the water	4	x	1	4	Competitor Marshal	<ul style="list-style-type: none"> <li>Quay headings, landing stages and pontoons to be in good condition and clean</li> <li>Boating to be controlled by an official at each boating location</li> <li>Competitors to be encouraged to wear appropriate non-slip footwear</li> </ul>	Yes
Avoiding congestion in the boating areas	4	x	1	4	Competitor	<ul style="list-style-type: none"> <li>Boat marshalling rules to be notified to competitors in advance</li> <li>Boating and de-boating to take place from 3 locations: <ul style="list-style-type: none"> <li>Yare Boat Club – Thorpe Island</li> <li>Whittingham Boat Houses (hosting Norwich Rowing Club) Whittingham Lane, Trowse</li> <li>Broadland Boat Club – Girling Lane, Thorpe St.Andrew</li> </ul> </li> <li>Where appropriate a boating schedule to be provided</li> <li>All boat adjustments to be undertaken prior to launch</li> <li>On return to their boating location crews to remove their boat from the water promptly to enable other crews to use the pontoons and landing stages</li> </ul>	Yes
<b>Equipment failure/malfunction</b>							
<b>Hazard</b>	<b>Probability</b>		<b>Level of Potential Harm</b>	<b>Risk Level</b>	<b>Who May Be Harmed</b>	<b>Action to Control Hazard</b>	<b>Hazard Controlled</b>
Failure of safety boat	3	x	2	6	Marshal	<ul style="list-style-type: none"> <li>Engine of YBC safety boat to be serviced prior to event</li> <li>Sufficient supply of fuel for safety boats to be available</li> <li>All safety boats to be in radio contact with Race Control</li> </ul>	Yes
Failure of boat during the event	3	x	2	6	Competitor	<ul style="list-style-type: none"> <li>Competitors to ensure that they have inspected and rigged their boats appropriately prior to launching</li> <li>Boats will be checked by Control Commission to ensure that they have a secure bowball, heel-restraints and hatch covers. (for those boats with coxswains they must be wearing an appropriate life jacket – as per RowSafe guidance)</li> </ul>	Yes

<b>Competitor or official suffers serious ill-health during event</b>							
<b>Hazard</b>	<b>Probability</b>		<b>Level of Potential Harm</b>	<b>Risk Level</b>	<b>Who May Be Harmed</b>	<b>Action to Control Hazard</b>	<b>Hazard Controlled</b>
Collapse of athlete at one of the landing points	3	x	3	9	Competitor	<ul style="list-style-type: none"> <li>Contact should be made with Race Control who will contact the doctor/first aider on duty for the race and direct them to where the person has be taken ill</li> <li>If it is considered that ambulance might be required this information should be passed to Race Control who will make the necessary calls</li> </ul>	Yes
Collapse of athlete during racing	3	x	4	12	Competitor	<ul style="list-style-type: none"> <li>The nearest safety boat will go the assistance of the crew</li> <li>based on an assessment of the situation the crew member that has been taken ill will either be transferred to the safety boat and taken to the most appropriate landing point as directed by the Race Control or the competing boat will be escorted to a</li> <li>Race Control will arrange for the safety boat to be met by land based additional assistance, should there be any concern about the condition of the competitor they will also arrange for an ambulance to meet the safety boat</li> </ul>	Yes
Collapse of official on land	2	x	2	4	Official	<ul style="list-style-type: none"> <li>Contact should be made with Race Control who will contact the doctor/first aider on duty for the race and direct them to where the person has be taken ill</li> <li>If it is considered that ambulance might be required this information should be passed to Race Control who will make the necessary calls</li> </ul>	Yes
Collapse of waterborne official	2	x	4	4	Official	<ul style="list-style-type: none"> <li>All safety boats shall have two people on-board and be in radio communication with the Race Control. In event of an official being taken ill the other person in the boat will communicate with Race Control and make their way back to the most appropriate landing point where they can be met by additional assistance as directed by Race Control</li> </ul>	Yes
<b>General Issues</b>							
<b>Hazard</b>	<b>Probability</b>		<b>Level of Potential Harm</b>	<b>Risk Level</b>	<b>Who May Be Harmed</b>	<b>Action to Control Hazard</b>	<b>Hazard Controlled</b>
Vehicle access to Norwich Rowing Club & Broadland Boat Club	4	x	1	4	Competitors, officials, club members, public	<ul style="list-style-type: none"> <li>Access routes to the two clubs clearly sign posted</li> <li>For those accessing Broadland Boat Club to ensure that they use the telephone at the unmanned gated railway level crossing to get clearance to cross the line</li> <li>Trailer area to be marshalled</li> <li>Access to car parks to be marshalled</li> </ul>	Yes
Public spectating adjacent to the river bank	4	x	1	4	Public	<ul style="list-style-type: none"> <li>Life rings sited on the river bank at points of close public access to the river</li> </ul>	Yes

						<ul style="list-style-type: none"> <li>FM radio communication maintained with the safety launches</li> </ul>	
Food hygiene	3	x	2	6	<b>Competitors &amp; public</b>	<ul style="list-style-type: none"> <li>Food handlers to be aware of food hygiene standards and the importance of hand washing</li> <li>Food where appropriate to be kept chilled, meat to be segregated from other food items</li> </ul>	<b>Yes</b>