

Yorkshire Head of the River Race 2017

Risk Assessment



Risk Estimator - Row Safe Guide Modification of the British Standard 8800 2004

Likelihood of harm	Severity of Harm		
	Slight Harm	Moderate Harm	Extreme Harm
Very unlikely	Very low risk	low risk	Low risk
Unlikely	low risk	Medium risk	Medium risk
Likely	Medium risk	Medium risk	High risk
Very likely	Medium risk	High risk	Very high risk

Category of risk	Evaluation of acceptability
Very low risk	Acceptable
Low risk	Risks should be reduced so that they are acceptable - if reasonably practicable to do so
Medium risk	
High risk	
Very high risk	Unacceptable

Risk level	Acceptability; guidance on necessary action and timescale
Very low risk	These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained.
Low risk	No additional controls are required unless they can be implemented easily (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained.
Medium risk	Consideration should be given as to whether the risks can be lowered, where applicable, to a tolerable level, and preferably to an acceptable level, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences.
High risk	Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk control measures, until this has been completed. Considerable resources might have to be allocated to additional control measures. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences.
Very high risk	These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to a tolerable or acceptable level. The activity should be halted until risk controls are implemented that reduces the risk so that it is no longer very high. If it is not possible to reduce risk the activity should remain prohibited.

NOTE: Where the risk is associated with extremely harmful consequences, further assessment is necessary to increase confidence in the actual likelihood of harm.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
PRE RACE					
Notification					All River Authorities, Local Council, Emergency Services, Business's, and Clubs, that use the River Ouse, informed in writing of the event. Safety Plan, Safety Maps, Sent to competing Clubs / All Competitors. Safety Plan, Safety Maps Risk Assessment Documents posted in a prominent position inside York City Rowing Club and posted on Yorkshire rowing Council website: www.yorkshirerowing.co.uk .
Communication Systems					To be tested during the week prior to the event. Tested on the day of the event prior to racing.
WEATHER AND ENVIRONMENTAL CONDITIONS					
Difficult weather or water conditions	Officials Competitors	Likely	Moderate Harm	Medium Risk	During the week prior to the event, regular updates to be obtained from Weather Authorities. Decision made on the day to run or cancel the event. Higher levels of competence to be able to compete.
Lightning	Officials Competitors	Very Unlikely	Extreme Harm	Low Risk	Action plan involving weather warnings and using the 30/30 rule to delay or cancel as advised in the current Row Safe, Good Safety Guide.
Icy Conditions	Officials Competitors Spectators Public	Likely	Extreme Harm	High Risk	All Pathways to be treated with Salt and Sand Prior to the event. Additional Salt and Sand to be made available for visiting competitors.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Debris and Sharp objects causing harm.	Officials Competitors Spectators Public	Likely	Extreme Harm	High Risk	Car Parking Area, Trailer Area, Esplanade Road, Tow Path, To be inspected and cleared of any harmful objects. (Personnel Safety Equipment to be used).
Sludge on Steps and Tow Path. Causing Harm.	Officials Competitors Spectators Public	Very Likely	Extreme Harm	Very High Risk	Clean Steps And Tow Path using methodical methods. Using Personnel Protective Equipment.
WATER BORNE DISEASES					
Leptospirosis, Bugs or Blooms, Algae, Bio Hazards	Officials Competitors Competition Personnel	Unlikely	Moderate Harm	Medium Risk	Keep water and skin contact to minimum, remove contaminated clothing and wash contacted skin areas. Cover all unbroken skin with medical dressings. Seek First Aid at York City Rowing Club.
MOTOR LAUNCH AND MOTOR MOVEMENT					
From Boathouse to Water. By Manual Handling.	Competition Personnel	Unlikely	Moderate Harm	Medium Risk	Check condition of Launches during week prior to event. Check launches on day of event for damage. Ensure launch fully inflated. Sufficient personnel using Kinetic lifting techniques. Ensure clear access to steps then river. Launch to be affixed to anchor points on tow path area.
From Boathouse. Tow Path. By Manual handling.	Competition Personnel	Unlikely	Moderate Harm	Medium Risk	Engines to be checked during week prior to the event. Check engines on day of event. Sufficient personnel using kinetic lifting technique, putting engine securely on trolley, use engine trolley to get engine to tow path ensuring clear access.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Attaching engine to launch. Losing control of launch.	Competition Personnel	Unlikely	Moderate Harm	Medium Risk	Two people to hold motor launch, another person to control engine in launch. Two persons to pass the engine to the person in boat. Engine to be affixed on back board of motor launch using securing bolts.
Safety Equipment Requirements for Launch.	Officials Competitors	Likely	Extreme Harm	High Risk	All launches to be fitted with propeller guard and kill cord. All launches carry safety equipment as per the current Row Safe, Good Practice Guide, Chapter 2.4.
Filling And attaching Petrol Tank to engine.	Competition Personnel	Unlikely	Slight Harm	Low Risk	Ensure Tank not damaged, fill Tank in open area (do not fill in boat). Affix to engine using correct methods.
Starting Engine. Loosing Control of Launch.	Competition Personnel	Likely	Slight Harm	Medium Risk	One Person to hold Launch whilst other crew member starts engine. Do not leave Motor Launch unattended with engine running
Getting Afloat. Losing control of launch.	Officials Competitors	Unlikely	Moderate Harm	Medium Risk	Only cast off Tow path with engine running, ensure securing rope affixed inside Launch.
Losing control of Launch.	Officials Competitors	Unlikely	Extreme Harm	Medium Risk	Driver to be RYA level 2 qualified or considered suitably experienced by the safety launch co-ordinator Alcohol consumption will not take place by launch drivers until such time as their duties are complete. Use of all Safety Devices. All launches to be fitted with propeller guard and kill cord and drivers understand use of the kill cord.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Safety Personnel Clothing. Hypothermia.	Officials Safety Personnel Competitors	Very Unlikely	Moderate Harm	Low Risk	Safety Personnel only allowed to go afloat with sufficient clothing to combat Weather conditions. Regular Radio contact to be maintained.
Inspection of Full course of River. To identify course Hazards.	Officials	Very Likely	Moderate Harm	High Risk	Remove floating debris. Use marker buoys to warn un-coxed crews of any forthcoming fixed hazard.
Conditions and Hazards.	Officials Safety Personnel Competitors	Likely	Moderate Harm	Medium Risk	All competitors to be issued with Competitor Instructions advising of course, expected conditions, and marked Hazards. Any additional hazards identified on the day will be marked and highlighted to crews by race monitors
Course Safety Measures. Marshall's, Monitors, Launches. To Control Boat Movement.	Officials Safety Personnel Competitors	Likely	Moderate Harm	Medium Risk	Marshals, Monitors, Launch Drivers, to attend Safety Meeting Prior to Racing. All Marshall's Monitors and Launches, to be in position in adequate time To control Boat movement in their area, with all Safety Equipment. Written Instructions issued to all Safety Personnel.
TRANSPORTATION OF BOATS BY MECHANICAL MEANS					
Vehicle Controllers.					
Injury from moving Vehicles.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Likely	Extreme Harm	High Risk	All personnel to wear High Visibility Clothing. Maintain adequate distance from moving Vehicle. Restrict Moving Vehicle to walking Pace. Verbal communication to be maintained.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Moving Vehicles.					
Injury to competitors and Public.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Likely	Extreme Harm	High Risk	Vehicle lights to be illuminated and Hazard Warning lights used. Vehicle to be escorted at walking pace to main road. All escorts to wear High Visibility Clothing. Vehicle reversing. Must be controlled by a Lookout.
Detaching Trailer From Vehicle, Causing Harm.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Likely	Moderate Harm	Medium Risk	Towing Vehicle to be made safe, only experienced person to uncouple trailer, use sufficient persons to move trailer, leave trailer with brake on and wheels chocked.
Blocking Esplanade Road and Esplanade Car Park.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Very Likely	Slight Harm	Medium Risk	Trailers remain in Trailer Area. All towing vehicles proceed to car park. Cars carrying boats are sent to the car park into a designated area. Marshals to monitor and keep cycle path clear. Notices to be displayed along section likely to be affected.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
BOAT HANDLING					
Unloading Boats From Trailers and Cars, Causing Harm to Themselves and Others.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Likely	Moderate Harm	Medium Risk	Safe area to be established (which does not block rights of ways). Trailer to be made secure and stable. Sufficient personnel to handle the unloading safely, A lookout used to ensure a clear zone. Area to be kept clear from trip Hazards. If working with feet above floor level, trailer platforms to be used, and ladders secured Top and Bottom.
Boat Assembly. Incorrectly assembled causing damage and harm.	Competitors	Very Unlikely	Moderate Harm	Low Risk	Use correct tools, and an experienced person to check boat after assembly. Checking for, Bow Ball, Heel Restraints, Buoyancy compartment Seals, Secure Fastenings.
Transporting Boats from Boat area to Water. Manual Handling.	Officials Safety Personnel Competitors Competition Personnel Spectators Public	Likely	Moderate Harm	Medium Risk	Ensure sufficient personnel to move boat safely. Lift boat by using Kinetic Techniques. Ensure clear walkway. Walk with boats (DON'T RUN). Marshals to be deployed at steps to control area. 8s, 4+, 4-, 4x, 4x+, to use only larger steps opposite York City Rowing Club. 2x, 1x, may use other smaller steps.
Unsuitable equipment Causing Injury.	Officials Safety Personnel Competitors Competition Personnel	Unlikely	Moderate Harm	Medium Risk	Under BR rules all clubs must supply properly and regularly maintained equipment for their members, Which is safe and adequate for its intended purpose. Random detailed checks together with visual checks will be made by marshals,

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Competitors Clothing Hypothermia.	Competitors	Likely	Extreme Harm	High Risk	Competitors to be monitored at time of embarking into boat. Any Competitor wearing incorrect clothing to be stopped. To be monitored by Monitors, Marshals, Launch Drivers.
Capsize during embarkation from Steps.	Competitors	Likely	Moderate Harm	Medium Risk	Ensure Boat is held on steps by at least one person. Ensure Oars fitted correctly in Swivels, and Gates locked. Step Marshals in place. Safety Launch in place. First Aid In York City Rowing Club.
Competitors in the water.	Competitors	Likely	Moderate Harm	Medium Risk	Under BR Row Safe guidance: 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 of Bow Loader Boats to wear Manually operated Life jackets. Safety launches positioned strategically along the course.
PROCEEDING TO THE START.					
Capsize proceeding to the start.	Competitors	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout its length. Safety launches placed along the course. Vehicle access points identified to transfer athlete/s. All Marshals, Monitors, Safety Launches to be informed. Race Controller to be informed.
River debris causing boat damage or capsize.	Officials Safety Personnel Competitors	Likely	Moderate Harm	Medium Risk	Course examined days prior to competition and two hours prior to the start. Safety launch crews and Monitors to be aware and take action.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Collisions between Boats.	Competitors	Likely	Extreme Harm	High Risk	Crews informed of navigation rules. Course monitored throughout its length. Safety launches placed along course.
Collisions between competitors travelling in opposite directions.	Competitors	Unlikely	Moderate Harm	Medium Risk	Crews informed of navigation rules. Crews not allowed to row back down the course once proceeding upstream to the start, unless under guidance from Marshals. And Monitored by Safety Launches. Race controller to be informed.
Collision with Bridges.	Competitors	Unlikely	Moderate Harm	Medium Risk	Rules not allowing overtaking at bridges. Safety Launch positioned near bridge vicinity.
Collision with other river traffic not involved in the event	Competitors Public	Unlikely	Moderate Harm	Medium Risk	Competitors informed of the Navigation Rules in the 'Instructions to Competitors' and the action to take. Monitors and safety launches in position to provide warnings.
START AREA					
Capsize at the start marshalling area.	Competitors	Unlikely	Moderate Harm	Medium Risk	Start Marshals to direct crews and monitor safety. Safety launch patrolling area. First aid and warm vehicle at the start area.
5 MIN PRIOR TO START.					
All officials in Place, Danger of poor response time.	Competitors	Unlikely	Extreme Harm	Medium Risk	All Marshals Monitors Launch Drivers, to report to Race Controller, stating they are in position and river conditions/debris at their area.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
RACING					
Incident causing blockage of racing course.	Officials Safety Personnel Competitors Public	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout with radio communication to Race Controller, who can halt racing if necessary through the monitors and safety launches.
Incident through difficult weather or water conditions.	Officials Safety Personnel Competitors Public Spectators	Likely	Moderate Harm	High Risk	Weather and water conditions assessed and either only allow higher levels of competence to compete or cancel the event.
Collisions with commercial passenger boat during the race.	Officials Safety Personnel Competitors Public	Unlikely	Moderate Harm	Medium Risk	Negotiation with proprietor to avoid travelling on course during the short period when the crews are racing. Race Controller to be informed.
Collision with other river traffic on the course.	Competitors Public	Unlikely	Moderate Harm	Medium Risk	If possible inform other river user about event. Marshals at start and finish to request other boat traffic to wait for racing to finish. Crews Informed of navigation rules and action to take in event of other river traffic, ignoring request, on the course. All Monitors and Safety Launches informed if other river traffic on course by Race Controller and action to take.
Collisions/contact between racing crews.	Competitors	Likely	Slight Harm	Medium Risk	Monitor presence increased at difficult bends to give warnings. Safety launch placed near difficult bends.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
River debris causing boat damage or capsize.	Officials Safety Personnel Competitors	Likely	Moderate Harm	Medium Risk	Course examined days prior to competition and two hours prior to the start. Safety launch crews and Monitors to be aware and take action.
Collision with bridges during the race.	Officials Safety Personnel Competitors	Unlikely	Extreme Harm	Medium Risk	Rules not allowing overtaking at bridges. Safety Launch positioned near bridge vicinity together with Monitors
Capsize during the race.	Officials Safety Personnel Competitors	Unlikely	Moderate Harm	Medium Risk	Course monitored throughout its length. Safety launches placed along the course. Vehicle access points identified to transfer victim quickly. All marshals/monitors/safety launches in radio contact.
Participants not completed race, before withdrawal of monitors and safety launches.	Competitors	Unlikely	Extreme Harm	Medium Risk	Sweeper launch to follow last competitors through to the finish. Where there is a large gap between final competitors a second sweeper launch to be placed in between. Race Coordinator to give order for monitors and safety launches to stand down.
RACE FINISH					
Capsize at the finish area.	Officials Safety Personnel Competitors	Unlikely	Moderate Harm	Medium Risk	Finish Marshals in place. First Aid post at the finish. Safety Launch in place.
Collisions/contact between finished crews, and racing crews.	Competitors	Likely	Slight Harm	Medium Risk	Finish Marshal in place to control boats. Crews not allowed to row back down the course. Finishing circulation patterns to be observed as per finishing area map.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Collisions between competitors travelling in opposite directions.	Competitors	Unlikely	Moderate Harm	Medium Risk	Crews informed of navigation rule. Crews monitored by marshals when returning to the landing stages after racing enforcing the circulation pattern.
Collision with bridges.	Officials Safety Personnel Competitors	Unlikely	Extreme Harm	Medium Risk	Finish Marshals in place, Safety Launch in place .
Collisions with commercial passenger boat,	Officials Safety Personnel Competitors Public	Unlikely	Moderate Harm	Medium Risk	Negotiation with proprietor to avoid travelling on finish area.
LANDING ON STEPS					
Capsize during disembarkation from steps	Officials Safety Personnel Competitors	Unlikely	Moderate Harm	Medium Risk	Ensure boat is held on steps by at least one person. Safety Launch in place. First Aid in York City Rowing Club.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
BOAT HANDLING					
Transporting Boats from Water, to Boat area. Manual Handling.	Officials Safety Personnel Competitors Spectators Public	Likely	Moderate Harm	Medium Risk	Ensure sufficient personnel to move boat safely. Lift boat by using Kinetic Techniques. Ensure clear walkway. Walk with boats (DON'T RUN). Marshals to be deployed at steps to control area. 8s, 4+, 4-, 4x, 4x+, to use only larger steps at York City Rowing Club. 2x, 1x, may use other smaller steps.
Incorrectly disassemble causing damage and harm.	Officials Safety Personnel Competitors	Very Unlikely	Moderate Harm	Low Risk	Use correct tools, and an experienced person to check boat after disassemble. Clear area to be maintained.
Loading Boats on to Trailers and Cars. Causing Harm to Themselves and Others.	Officials Safety Personnel Competitors Spectators Public	Likely	Extreme Harm	High Risk	Safe area to be established (which does not block rights of ways). Trailer to be made secure and stable. Sufficient personnel to handle the unloading safely. A lookout used to ensure a clear zone. Area to be kept clear from trip Hazards. If working with feet above floor level, trailer platforms to be used, and ladders secured Top and Bottom.
Blocking Esplanade Road and Esplanade Car Park.	Officials Safety Personnel Competitors Spectators Public	Likely	Slight Harm	Medium Risk	Trailers remain in Trailer Area. Marshals to monitor and keep cycle path clear. Notices to be displayed along section likely to be affected.

Risk	Persons at Risk	Probability VU/U/LVL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Attaching Trailer to Towing Vehicle, Causing Harm.	Officials Safety Personnel Competitors Spectators Public	Unlikely	Moderate Harm	Medium Risk	Towing Vehicle to be made safe, only experienced person to couple towing vehicle. Use sufficient persons to move trailer.
Injury by moving vehicles	Officials Safety Personnel Competitors Spectators Public	Unlikely	Extreme Harm	Medium Risk	Vehicle lights to be illuminated and Hazard Warning lights used. Vehicle to be escorted at walking pace to main road. All escorts to wear High Visibility Clothing. Vehicle reversing. Must be controlled by a Lookout.
MOTOR LAUNCH RETURN					
Detaching Petrol Tank from engine. Causing harm.	Competition Personnel	Unlikely	Slight Harm	Low Risk	Ensure Engine switched of and isolated. Remove connector from engine Remove Petrol tank from Launch. Place petrol tank in secure petrol store.
Engine removal from launch. Losing Control of Launch.	Competition Personnel	Unlikely	Slight Harm	Low Risk	Two people to hold Motor Launch, another person to control engine in launch. Two persons to receive the engine from person in boat. Engine to be affixed to engine trolley with retaining bolts.
Engine Movement From Towpath to Boathouse, by, Manual handling.	Competition Personnel	Likely	Extreme Harm	Medium Risk	Sufficient personnel using Kinetic lifting technique, putting engine securely on trolley, use engine trolley to transport engine to Boathouse ensuring clear access. Report any damage or defects.

Risk	Persons at Risk	Probability V/U/L/VL	Severity S / M / E	Risk Level	Planned Action to Control Risk to an acceptable Level
Motor Launch Movement From Water to Boathouse, using Manual Handling.	Officials Safety Personnel Competitors Spectators Public	Unlikely	Moderate Harm	Medium Risk	Ensure sufficient personnel using Kinetic lifting techniques. Ensure clear access to Boathouse. Report any damage or defects.
HYPOTHERMIA					
Hypothermia (non-immersion) Competitors.	Competitors	Unlikely	Extreme Harm	Medium Risk	Competitors warned to be appropriately dressed for the conditions. Competitors considered at risk to be withdrawn from event.
Event Organisers, Judges, Marshals Monitors Launch Drivers.	Officials Safety Personnel Competition Personnel	Unlikely	Extreme Harm	Medium Risk	All persons to be adequately dressed for the conditions. Other Persons to check personnel. Regular radio contact to be maintained. Warm areas to be used.
REGATTA OFFICIALS & MONITORS & UMPIRES					
Loss of personnel	Officials Safety Personnel Competition Personnel	Unlikely	Extreme Harm	Medium Risk	All persons to carry a mobile phone with phone number given to regatta secretary All persons to carry a 2 way radio system A personnel deployment chart to be used (record name, area deployed, time dispatched and returned). Alcohol consumption will not take place by race officials until such time as their duties are complete.

Prepared by:	Name:	Position:	Date:
Reviewed by:	Name: Anne Homa	Position: Event Secretary	Date: 17/01/15
Approved by:	Name: Alec Gilchrist	Position: Regional Safety Adviser	Date: 19/01/15
Reviewed by:	Name: Anne Homa	Position: Event Secretary	Date: 02/11/15

