

## 2. EVENT SAFETY PLAN

### 2.1 INTRODUCTION

This document identifies the risks involved in the British Universities and College Sport (BUCS) 4s & 8s Head and outlines the steps to be taken by the organisers, officials and competitors to minimise those risks. The primary locations for the event are:

- **Newcastle University Boat Club**

Newburn Bridge Road

Gateshead

NE15 8NL

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- **Tyne Amateur Rowing Club**

Water Row

Newburn

Newcastle upon Tyne

NE15 8NL

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- **Tyne United Rowing Club**

Newburn Bridge Road

Gateshead

Tyne and Wear

NE15 8NR

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- **The River Tyne**

The event will take the course from the published time of boating on that day until the last racing crew is safely off the water. Any crew boating outside of the event timings does so at their own risk and must follow the guidance of their host club.

The event runs over an approximately 6500m stretch of the river from 1000m east of Scotswood Bridge to 500m west of Newburn Bridge, as detailed on the course map.

The information within this plan will apply to these locations throughout the 2 days of racing and the event will be controlled from a central Race Control based at Newcastle University Boat Club.

An application to run the event has been submitted and approved by The Port of Tyne.

The three host clubs will provide assistance with boating, marshalling and the provision of welfare facilities as well as being on hand to provide any necessary advice to competitors and visitors.

The race is organised and managed by experienced team of BUCS and rowing event officials and where required they will appropriately qualified. For example, many will be British Rowing registered umpires and First Aid and Water Safety crews will hold relevant qualifications.

### 2.2 RULES APPLYING TO THE EVENTS

The event is organised and run under the **BRITISH ROWING RULES OF RACING** and **BUCS Regulations**.

The **British Rowing RowSafe** guidelines have been used as the basis for this plan.

The local rules governing the racing are made available to each competing club in documents headed “**Instructions for Crews and Coaches**”, together with a copy of the start order, maps of the whole course, the start and finish areas and directions as to how to access the event venue (including details of parking etc.).

These notes are also sent to everyone involved in supervising the event who receive additional information on their respective roles.

## 2.3 KEY POSITIONS DURING THE EVENT

Key roles and positions in the management of the event are:

- **Registration** – at Newcastle University Boathouse.
- **Event Controller** – at Newcastle University Boathouse.
- **Race Control** – at Newcastle University Boathouse
- **Race Committee** - A member of the race committee will be at Newcastle University Boathouse at all times during the event.
- **Event Safety Advisor**
- **Welfare Officer**

In addition, the following provides a summary of arrangements to ensure a safe event for all with further detailed being provided in this document.

**Course Safety** - There will be dedicated safety/rescue launches carrying experienced qualified safety personnel on the course at all times whilst competing boats are afloat. In addition, there will be marshals' launches guiding crews along the marshalling and race areas. Further race officials and race monitors will be on the bank along full line of sight over the course.

**Communications** – all race officials and safety crews are provided with hand held radios operating on the same channel. These radios have been tested along the length of the course.

**Emergencies** - In the event of an emergency, plans will be implemented as described in Section 2.5 of this document.

The nearest official will use their radio to inform Race Control. All other radio users will observe radio silence and follow the instructions given by that official.

**First Aid** – Paramedics will be located on site on both sides of the river all day. Mobile First Aid can be called at any time by asking race officials / marshals.

**On Water Rescue/Emergency** –can be called by any marshal to attend an incident.

**Hospital A&E** – Situated at Royal Victoria Infirmary, Queen Victoria Road, Newcastle upon Tyne, NE1 4LP - Contact: (0191) 233 6161 (Switchboard) - Ext 26100 or 26200

## 2.4 WEATHER & WATER CONDITIONS

The race is held in winter and may be subject to the usual winter weather conditions including heavy rainfall, which can affect the speed of the current.

On occasions, the weather can create difficult water conditions for competitors, particularly if a strong wind is blowing against a fast current.

High water levels can carry floating debris downstream.

The conditions will be assessed on the day of the event and during the days leading up to it and the Organising Committee, in consultation with the Chair of the Race Committee, the Event Safety Advisor and local advisors, will decide upon the appropriate action to be taken, namely:

- run the event as planned.
- cancel specific classifications, e.g. only run the Championship events.
- cancel one or more of the four divisions.
- cancel the whole event.

If the prevailing weather conditions are such that cancellation of the event is possible competitors will be informed at the earliest opportunity.

If adverse conditions arise on the day of the event and racing is cancelled, then competitor race numbers will not be issued and Embankment Marshals will not allow crews to go afloat.

Prior to crews boating, the course will be patrolled by a safety launch to remove or secure off the course any significant floating debris and to check that no new hazards have arisen.

## **2.5 EMERGENCY ACTION PLANS**

### **ON WATER**

If there is a collision, capsize or other serious incident (e.g. a competitor becoming ill) after a Division has started, this is to be reported by the local Marshal over the radio net to Race Control, who will issue specific instructions on how the situation should be handled.

This initial call should use the **PAN PAN/PAN PAN** call sign to indicate the need for radio silence.

- The exact position of the incident should be given e.g. "500m from the start". Further instructions will then follow relating to necessary issues/actions.
- Upon issue of a PAN PAN/PAN PAN call sign, all other radio traffic is to cease until the incident is dealt with and confirmation of this is given by Race Control.
- Safety launches will attend the incident if required.
- Should the incident involve a capsize or hypothermal exposure then the quickest method of getting the casualty to safety will be used.
- It is important for all to remember that in the event of a capsize, they should concentrate on the casualty and NOT the boat. The casualty will be secured first, then the boat can be considered.
- Access to the river for competitors being recovered after an incident will be at either Newcastle University Boat Club at the finish or at Derwenthaugh Marina at the start.
- In the event of a serious incident, Race Control will contact Port of Tyne Vessel Traffic Services using the call sign 'Tyne VTS', with Channel 12 as the primary maritime VHF radio frequency. to inform them of the situation. Tyne VTS operates on a 24/7 basis.

### **ACCIDENTS ON LAND**

Competitors embark and disembark from one of the three rowing clubs hosting the event:

- Newcastle University Boat Club
- Tyne Amateur Rowing Club, Water Row, Newburn, Newcastle upon Tyne
- Tyne United Rowing Club, Newburn Bridge Road, Gateshead, Tyne & Wear, NE15 8NR

Any accidents in these areas resulting in injury to competitors or other persons will be attended to by Race Officials in the vicinity, who will either summon an ambulance (on site first aid in the first instance) or arrange to transport the injured person(s) to the First Aid position or to the City Hospital.

### **FLOATING DEBRIS**

The Race Marshals, Monitors and other Officials will warn the Race Control immediately they observe any significant floating debris or hazard that they are unable to deal with, so that all crews can be warned and/or other parties despatched to remove the hazard.

### **LIGHTNING**

The Met Office forecast will be consulted prior to the event to check if thunderstorms are at all likely.

The Event Safety Advisor will watch the weather for the event that thunderstorms affect one of the divisions. If a thunderstorm occurs during the event, the provisions laid down in the document "Recommendations for Lightning Protection in Sport" (available from British Rowing) shall be followed if feasible:

*"Suspension and resumption of rowing shall follow the 30/30 rule: rowing shall stop when the flash-to-bang count is 30 seconds and shall not resume until 30 minutes after the last lightning".*

Ideally, crews shall be cleared from the water and shepherded back to the landing stages by safety and umpires' launches as rapidly as possible. All athletes, officials and spectators will be advised to move into their vehicles or into a suitable building.

The 30-30 rule should give sufficient time to clear all crews from the river safely. Any Race Monitor observing lightning, shall inform the Event Safety Advisor and/or Race Control immediately; umpires and race marshals will instruct crews to return to landing stages as quickly and as safely as possible.

However, it is recognised that there is negligible safe shelter adjacent to the further reaches of the Tyne course and that crews may well be safer staying in their boats than standing exposed on the (higher) bank.

Whether they are directed to stay stationary in their boats, drawn into the bank, or to return to the landing stages, will depend on their distance from the landing stages when lightning is first observed.

### **BOMB THREATS/SUSPICIOUS PACKAGES/FIRE**

In the event of any official, competitor or member of the public becoming aware of a threat, suspicious package or actual incident, Race Control will be contacted immediately and the Police contacted on 999. Handling of the situation will be passed over to the police and/or other emergency services.

Race Control shall advise all officials who will act on instructions received from the emergency services and communicate these clearly and concisely to competitors and supporters as directed.

It is noted that the host clubs have their own premises fire emergency procedures and in the event of a fire will implement those procedures. Event officials based at the host club will inform Race Control and will clearly communicate actions advised by the emergency services.

### **OTHER**

Officials will warn each other, the Event Safety Adviser and Race Control of any dangers or hazards occurring during the race. In the event that an Official believes that it is necessary to stop the race, he/she shall:

- Advise Race Control by radio that they believe it is necessary to stop the race. The final decision whether to stop the race or not will be announced by Race Control.
- Race Control will then instruct all Marshals to stop crews racing.
- When the Starter hears that the race is to be stopped he will not allow any more crews to start.
- Race Control will then coordinate any rescue effort that may be necessary.

At the end of each division, Officials will check the course to ensure that all competitors have disembarked from the river safely.

## **2.6 VEHICLE ACCESS AND PARKING**

Only trailers and towing vehicles can be parked at Newcastle University BC, Tyne ARC and Tyne United RC (as allocated).

Car parking for Tyne ARC is available at a public car park further along Grange Rd across the road north of Newburn Activity Centre (10-minute walk to Tyne ARC). Competitors and spectators are advised that they should NOT park on Grange Road or the surrounding residential streets in Newburn.

For Newcastle University BC and Tyne United RC access is along Newburn Bridge Road alongside the clubs taking care not to obstruct access to the traffic light controlled Newburn Bridge

There will be limited car parking at NUBC for crews boating there only.

Instructions for bus drop off and parking will be provided to competitors. Buses must not attempt to drop off within the grounds of NUBC, Tyne ARC or Tyne United RC. There is the real likelihood that buses attempting to access the rowing clubs will become blocked and causes an obstruction.

Marshals will be stationed at either end of Newburn Bridge to ensure the footpath is kept clear and to provide advice where requested.

## **2.7 EMBARKATION, START AND FINISH**

Detailed instructions on boating arrangements are provided to competitors in the "Instructions for Crews and Coaches" document.

## 2.8 COMPETITORS' AND CLUBS RESPONSIBILITIES

Competitors have responsibilities for:

- Their own safety, remembering that they have a duty of care to themselves & any third party both on the water and on land. **In particular, they should ensure that they have clothing with them that will keep them warm while awaiting the start of a Division. Competitors' dress must comply with the BR Rules of Racing, with Club colours being displayed during the race, and time penalties may be awarded to offending crews.**
- Ensuring that any equipment (e.g. boats, blades, buoyancy aids, etc.) are safe and prepared to the standards as required under the "Rules of Racing" and "RowSafe". Ensuring that their boats comply with the **buoyancy requirements** of "Row Safe".
- The strict observance of any local rule or traffic/circulation pattern along with "RowSafe" provisions.
- Deciding whether or not they are competent to use the water course in the prevailing weather conditions; this decision may be taken by the individual or with their coach/crew. It is strongly recommended by the Organising Committee and Race Committee that beginner coxswains do not cox beginner crews.
- Ensuring they are wearing adequate clothing for racing and for being marshalled and stationary above the start.
- Ensuring that they can swim in accordance with the requirements of "RowSafe".
- Supervising beginners with a high degree of vigilance & anticipation.

## 2.9 WELFARE AND COMPETITORS FACILITIES

Welfare facilities will be provided at the host clubs as follows:

**Welfare Officer** – on duty throughout both days of racing and contactable via Race Control at Newcastle University Boat Club or on 07856 908 539

**Toilets, hot showers and changing rooms** – these are available at Newcastle University Boat Club, Tyne Amateur Rowing Club and Tyne United Rowing Club, before, during and after racing between the hours of 7am and 6pm.

**Food and Refreshments** – hot food and refreshments will be available at Tyne Amateur Rowing Club and Tyne United Rowing Clubs from 7am to 6pm. Both kitchens at these venues hold a Food Hygiene Rating of 4 or 5.

**First Aid** – at Newcastle University Boat Club as per section 3 above

**Kit storage** – this will be available for competitors at all three host clubs.

## 2.10 COURSE PLAN

A plan of the course, plans of the finish and start areas and access routes will be available on the event website.

## 2.11 CONTACT INFORMATION

### Emergency numbers

Emergency Services (including Coastguard)	999 or 112
Police (Northumbria – Central Area)	Non-emergency 101 Emergency 999
Port of Tyne Authority (Harbour Master - VTS)	0191 257 2080 / VHF Chan12
The Royal Victoria Infirmary (A&E)	(0191) 233 6161 (Switchboard) - Ext 26100 or 26200
NHS Direct	0845 4647