

Safety and Emergency Plan for Twickenham Regatta



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1 Event Safety Structure

1.1 Safety Structure

Chair of the Organising Committee	Emma Fadlon
Chair of the Race Committee	Kathy Long
Event Safety Advisor	Jason Boulter
Welfare Officer	Emma Fadlon

2 Introduction

2.1 Purpose

The document is the combined safety and emergency plan for Twickenham Regatta.

2.2 Reference Documents

[British Rowing Row Safe](#)
[British Rowing Rules of Racing](#)
[PLA 'The Rowing Code'](#)

2.3 Scope

This guidance applies to the following event: Twickenham Regatta; date 25 May 2019.

2.4 Definitions

CRC	Chairman of the Race Committee
ESA	Event Safety Advisor
PLA	Port of London Authority

3 Event

3.1 Racing Timetable

The timetable of races takes note of the PLA Rowing Code with respect to the Tideway practise. The organisation will take into account that larger boat categories shall not be planned within two hours of high water. The regatta will run from 1000 (High Water at 0756 BST) until approximately 1800 (High Water at 1954 BST) depending on the number of entries.

3.2 Event Location

The regatta course starts below Hammerton's Ferry and finishes at Buccleuch Gardens, with the marshalling zone upstream of the ferry.

The scope of safety cover will extend from the bottom of Eel Pie Island down to the finish at Buccleuch Gardens, where the regatta course finishes.

3.3 Pre-inspection

Prior to the start of the regatta the Chair of the Race Committee and the Event Safety Advisor will check the following:

1. The course is marked out correctly,
2. Stake boats are correctly positioned,
3. Ascertain river and weather conditions or unusual obstructions.

In the event of serious problems, a decision can be made on appropriate actions such as delayed start to racing or cancellation.

3.4 Instructions

Umpires, Safety and other officials will be issued with all relevant safety documentation prior to the event. Specific safety and radio information will be issued on the day.

Competitors will be advised that details of the arrangements and instructions for navigation etc. are on the website.

3.5 Water Rescue Cover

During the regatta two rescue craft will be on station. One at Hammerton's Ferry and the other below Glover's Island.

3.6 Extent of Cover

While rescue crews are to predominantly provide cover for those involved with the regatta, cover will extend to any persons in need assistance on the water within the area covered by the event.

As part of the emergency plan, key locations along the regatta course have been identified for the landing of casualties as follows:

- Hammerton's Ferry (TW1 3BL)
- River Lane (TW10 7AG)
- Buccleuch Gardens, Petersham Road, Richmond upon Thames, TW10 6UW.

Further details are given in Appendix A.

The Safety Advisor will pass on this information during any emergency call out.

4 Communication

4.1 Network

Radios are hired from the Thames Regional Rowing Council. This includes hand held units with aerials and chargers.

Race control is based in Buccleuch Gardens, with representatives at the draw dock end of River Lane.

The safety boats also have VHF marine radios.

4.2 Communication with PLA

Jason Boulter (Where substitution is necessary - Anthony Cowell) will have cell phone communication with PLA if required.

5 Emergency Response

5.1 Structured Approach

Regatta Headquarters is at Buccleuch Gardens, Richmond. A member of the race committee will be on station at Buccleuch Gardens to act as the Regatta Control throughout the regatta.

5.2 Waterborne Response Procedure

The first observer of any incident should raise the alarm by radio, telephone or through audible/visual means and proceed to take any immediate life-saving measures within their level of competence, but not put themselves at risk thus potentially compounding a problem.

Do not overcrowd the site, but do check the occurrence is being managed. If you have a radio, listen out and ensure Race Control is dealing with it.

The first radio-equipped regatta official to arrive at the scene of an incident is to take initial control of the incident. As soon as immediate life-saving measures are in hand, make sure Regatta Control has been notified. The initial incident report should briefly include:

- **Problem**
- **Location.**
- **Assistance Required.**
- **Number of Casualties.**
- **Severity.**

As soon as an incident is reported, all stations on the radio network are to minimise their traffic. Absolute priority is to be given to Race Control and those responding directly to the incident.

If radio communications fail, Umpires will attract the attention of the rescue craft by loud hailer or mobile telephone network.

6 Rescue Craft, Ambulances and Medical Advisor

6.1 Rescue craft.

Only rescue craft with high freeboard and stability are to be used as rescue craft.

Two rescue craft are to be positioned at strategic points along the regatta course with the sole role of providing rescue and first aid for the competitors and support personnel on the river.

They will initially position themselves in accordance with the attached plan, between 30 minutes before the start of the regatta and will remain in position throughout.

The final positions will be defined on the day depending on weather conditions.

The rescue craft will comprise: 2 crews from RowSafe.

In addition to the rescue craft the umpires' launches may be able to offer assistance to competitors in an emergency.

Co-ordination of the craft will be by radio with the Regatta Safety Advisor and Race Control. On the river the umpires can attract the attention of the rescue craft by the use of the Radios, should there be a failure of the radio network then Marshals will revert to the use of loud hailer and if necessary mobile phones.

6.3 Medical Cover

Along with the first aid cover provided in the rescue launches, medical cover will be provided by First Aid Cover Ltd paramedics (020 8875 5758) located at Buccleuch Gardens. They will be issued with a radio for the duration of the event.

The Safety Adviser will ensure local hospitals and London Ambulance Service (LAS) have been informed of the event.

7 Cancellation

7.1 Pre – Regatta

Weather conditions will be monitored prior to the day of the regatta. If there are significant adverse weather conditions predicted the Organising Committee will review and the possibility of cancelling the regatta will be decided upon. The decision will be posted on the regatta website and if sufficient time is available an email will be issued.

7.2 Pre – Start of Racing

The Chair of the Race Committee and Safety Advisor will check the course before the start to observe river and weather conditions. In the event of any significant problems, they will decide whether to delay racing or abandon the regatta

In the event of such a decision, boats already on water will be instructed to return to River Lane and will be marshalled into the most sheltered area to clear the river.

If any of the following hard limits with regards to meteorological conditions are fulfilled, then the race will be abandoned:

- Consistent wind strength of 25 knots against the direction of the current
- Wind gusting over 35 knots in any direction
- Wave heights exceeding 30cm anywhere on the course
- Wind chill of worse than minus 10 degrees centigrade
- Visibility of less than 200 metres

Flow Warning

The regatta is held above Richmond Half Lock. The PLA Ebb Flag System will be monitored, as will the daily flow rate at Teddington Lock. Any increase in flow rate above normal will be monitored and the regatta cancelled if the flow rate is too great.

7.3 During the Regatta

The Safety Advisor will be monitoring water and weather conditions throughout the regatta and advise the Chair of the Race Committee of any significant deterioration on the regatta course. Racing will be postponed or abandoned on instruction from the Chair of the Race Committee in consultation with the Safety Advisor.

Appendix A

Emergency Telephone Numbers Ordnance Survey National Grid Reference Ambulance Access

Telephone Numbers

Emergency Telephones Numbers

Emergency Services including Coast Guard (RNLI)	999
Teddington Memorial Hospital	020 8408 8210
Kingston Hospital	020 8546 7711
West Middlesex Hospital	020 8560 2121
Teddington Lock	020 8940 8723
London VTS	020 8855 0315

Telephone numbers of officials, organisers, interested parties etc.

Event Safety Advisor	Jason Boulter	Radio & 07771 861537
Welfare Officer	Emma Fadlon	Radio & 07798 801866
Race Committee	Kathy Long	Radio & 07704 647935
Rowsafe Safety Launches	Steve Ioannou	07808 090038
	Don Newton	07811 608549
Hammerton's Ferry		020 8892 9620

Pier Gate Padlock Key (Held by Hammerton's Ferry & Emergency Services)

Locations Including National Grid Reference

Regatta Enclosure

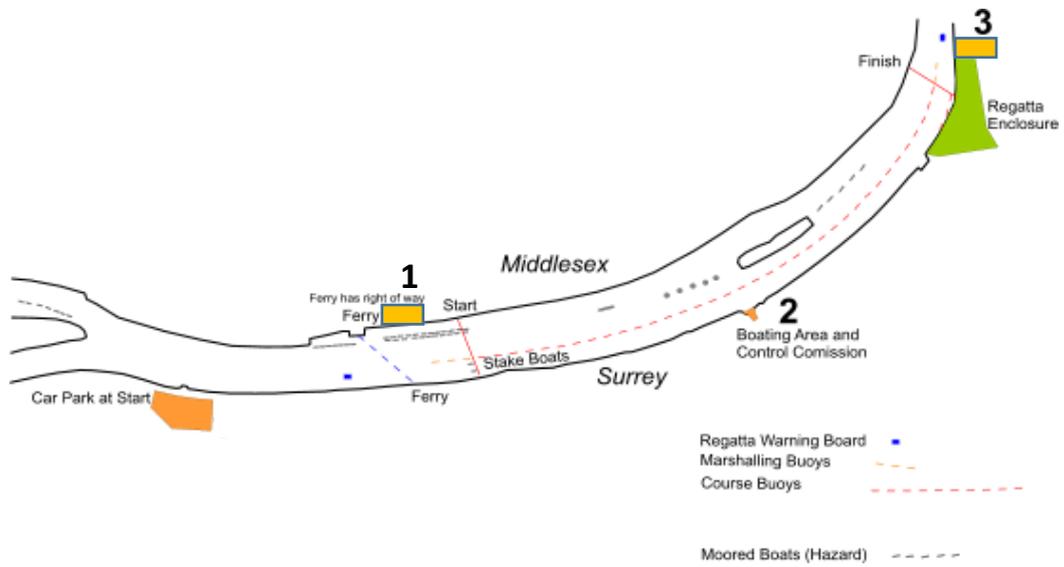
National Grid Reference TQ179739

Buckleuch Gardens
Petersham Road,
Richmond upon Thames,
TW10 6UW

Map with casualty landing places marked

Public Accesses:

1. Hammerton's Ferry, Orleans Road Twickenham TW1 3BL. Grid Reference TQ171733
2. Boating Area – River Lane (River Lane, Petersham), National Grid Reference TQ177735
3. Riverside towpath downstream of Enclosure, National Grid Reference TQ181741



Appendix B

Twickenham Regatta Evacuation Plan for Buccleugh Gardens & Site Care at River Lane

Twickenham Regatta Evacuation Procedure of Buccleuch Gardens

In the Event of a major incident or change of conditions (e.g. flooding) the following procedures should be followed:

- Officials in the finish tent to advise all stations to listen to instructions and to try and minimise any other radio traffic. The commentator using the main PA system will warn all competitors and spectators of the danger.
- All races will stop and no boats will be allowed to take to the water at River Lane. Boats on the water will be asked to get off the water at River Lane. This will be controlled by umpires afloat.
- The member of the Organising Committee located in the finish area will notify the relevant emergency services and inform the St John Ambulance personal of the situation.
- Officials will be asked to assist in getting spectators out of Buccleuch Gardens by the nearest, safe, exit.
- Once Buccleuch Gardens is clear, officials will be positioned at the exits to prevent competitors and spectators from re-entering.
- As soon as the emergency services arrive, control of the situation will pass to the relevant officer.

Petersham Meadows – Race Control at River Lane: Site Management

- Race Control will not cut across any Public Right of Way.
- Officials based at River Lane will ensure that no litter is left after the regatta.
- No objects at Race Control will be left in a position where cattle may be able to get in contact.
- Race Control will encourage people to stay away from the cattle if necessary.

Appendix C

Risk Assessment

Twickenham Regatta is to be held on Saturday 25 May 2019 on the river Thames between Hammerton's Ferry and Petersham in the downstream direction. The regatta will be conducted under British Rowing Rules of racing and adhering to BR RowSafe: A Guide to Good Practice in Rowing. A safety plan is to be provided to all competitors. BR Rules determine that the event can be cancelled if the weather or the conditions are such that safety would be compromised. Documents are provided to all competitors, including a safety plan, course instructions and a map of the course in compliance with British Rowing Rules of Racing.

Hazard	Potential Outcome	Likelihood	Measure to Reduce Risk	Overall Risk
Water				
1. Risk of collision between competitors while racing	Injury to rowers Damage to boats	Moderate	Each race is supervised by an umpire who will be responsible for the safety of each race and also for warning crews if there is an imminent risk of collision. In the event of a collision, umpires and safety boats will be on hand and in radio communication to rescue the crew if necessary and transport any injured competitors to designated points for medical treatment.	Low
2. Risk of collision between competitors and other river users.	Injury to rowers Damage to boats	Low	This section of river is not closed to other river users during racing but a channel separate from the main navigation channel is provided for competitors. Floating warning notices are placed upstream and downstream of the race to warn other river users of the regatta and to stay outside the buoyed racing channel. If any craft enters the racing course, warnings will be given and the race stopped as necessary.	Low
3. Risk of collision of competitors racing with competitors proceeding to the start and other river traffic	Injury to rowers Damage to boats	Moderate	This risk is minimised by ensuring that all crews stay out of the racing channel while proceeding to the start. Navigation will be strictly controlled across the course to and from the boating area. Umpires, marshals and safety boat teams will be on hand to warn of river traffic straying into the racing lane. Where there is risk of collision with the ferry, marshalling will need to take into account the movements of the ferry when guiding competitors at the start.	Low

4. Risk of capsizing of any competitor	Injury to Rowers	Moderate	This risk is minimised by ensuring that there are an adequate number of safety boats / umpires launches on the course to provide assistance and to clear the capsized boat from the course and warn other competitors. There will be at least two safety boats on the course and umpires launches. Risks are minimised by ensuring that all coxes wear lifejackets and that heel restraints are fitted and effective.	Low
5. Risk of incompetence by young or inexperienced competitors	Injury to rowers Damage to boats	Moderate	Umpires and safety boat crews are on hand to supervise athletes on the water. Umpires at the start will direct athletes by explaining how to manoeuvre the boat. An umpire can stop the race at any time to render assistance and can call on support from safety boats crews.	Med
6. Risk of failure of radio network	Failure to communicate adequately.	Moderate	Spare batteries and a back-up list of mobile phone numbers is supplied to all radio equipped officials in case of radio failure.	Low
7. Squalls, heavy rain, sleet, snow, fog, severe crosswinds etc.	Severe injury, death, or damage to equipment and structures.	Low	Race Committee to assess conditions and agree time delay(s), postponement of racing, cancellation of all racing, or cancellation of classes of crews felt to be at particular risk in the conditions. Participants will be advised of situation over the public address system or by marshals.	Low
8. Lightning	Severe injury, death, or damage to equipment and structures.	Low	Race Committee to apply 30 second / 10 minute rule. When gap between visible lightning and thunder is 30 seconds or less, racing to be stopped, water to be cleared. All tents are to be evacuated, and all spectators to be advised to get into vehicles, or to seek shelter. Then to await all clear. All clear when lightning gap / thunder exceeds 30 seconds for 10 minutes	Very Low
9. Risk of drowning of any competitor	Death	Low	The whole approx. 1000m course is in plain view at all times by Race Control and the commentary team at the finish. There are two safety boats on the course at all times, as well as an umpires' launch following each race and those returning to start. There are umpires at both the start and finish. In the event of a competitor or anyone else	Low

			getting into difficulties in the water the emergency plan will be deployed. The priority being to rescue the individual, and if the subject is unconscious, immediately to administer CPR and transport to the paramedic point at the finish. (See map)	
Land				
10. Risk to pedestrians.	Injury to rowers/ spectators	Moderate	This risk is minimised by establishing designated parking areas for cars and boat trailers away from the main boating and spectator areas. The course is bordered by a public footpath which is used by race spectators and the public in general. The race organisers have no control over this but marshals are in place where crews carrying boats cross it for access to the boating.	Low
11. Fall hazard while unloading boats.	Injury to rowers and /or damage to boats.	Low	Reliance on competency of crews and adequate supervision by adults. BR provides guidelines on boat handling, trailers and towing.	Low/Medium
12. Risk of injury as boats are moved to and from the water.	Injury to rowers and/or public.	Moderate	This risk is minimised by the use of marshals to supervise crews in the boating area. The marshals will also ensure the free and safe passage of members of the public using the towpath which is not closed.	Low/Medium
13. Pastoral Care of junior athletes.	Emotional upset and distress.	Low	A Regatta welfare officer has been appointed. Junior athletes are expected to be under the care of coaches or parents until afloat. The Regatta Welfare Officer and Paramedic technicians are on hand to provide assistance if required. Contact details posted at "crew registration"	Low