


**Hants & Dorset Amateur Rowing Association.**  
**WATER SAFETY COMMITTEE.**  
Acting as agents for Rowing Safety for the  
WESSEX WEST REGIONAL ROWING COUNCIL.



**Hants & Dorset ARA**  
**Safety Meeting.**  
**Saturday, 15th February at 10.30am.**

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**LYMINGTON AMATEUR**  
**ROWING CLUB.**

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**Hants & Dorset ARA Safety Meeting.**  
**INVITATIONS/INTRODUCTIONS.**

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**INVITATIONS/INTRODUCTIONS.**

All H&D Club & Event Rowing Safety Advisers were invited to the meeting and H&D Club & Regatta secretaries were copied – and Jo Johnstone the RRSA for CARA.

Representatives of Non-Hants & Dorset ARA affiliated Wessex West Region Clubs were also invited and are welcome to attend – but were made aware that much of the content of the meeting relates specifically to Hants & Dorset ARA Clubs.

As agreed all invitations were via E Mail.

Prior to the formal start/or on completion of the meeting those in attendance were invited to join the Water Safety Committee members in a re-audit of the Safety procedures and facilities of Lymington A. R. C.

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## **Hants & Dorset ARA Safety Meeting.** **Agenda.**

- 1) Apologies
- 2) Minutes of the last meeting. *Note: copy attached and previously circulated – and a copy can be downloaded from the Hants & Dorset ARA Web site at – [www.hdara.co.uk](http://www.hdara.co.uk). See downloads section-meetings.*
- 3) Secretaries Report (Report to H&D Autumn Delegates Meeting/Wessex Region AGM) *[See attached]*
- 4) To receive a report on the British Rowing National Water Safety Committee Meetings.
- 5) BR Row Safe.
- 6) BR Club Safety Audits.
- 7) On Line Incident Reporting – analysis of 11th year – and stats (if available from BR).
- 8) Safety incidents Reported by H&D (& Wessex) Clubs in 2019 and at 2019 Hants & Dorset Events.
- 9) Boat Inspections - report on last season's Inspections and plans for 2020. *[See attached]*
- 10) Regatta/Event Audits - reports on last season's audits and plans for 2020.
- 11) To review Association Safety equipment including status after 2019 season (Gary Joyce) including the Association owned defibrillator.
- 12) Public Liability Insurance at Events.
- 13) Format of the Hants & Dorset Water Safety Committee.
- 14) Venue for 2021 Meeting.
- 15) Any other business.

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## **Hants & Dorset ARA Safety Meeting.** **Apologies, Minutes & Report to H&D Council & Wessex AGM.**

- 1) Apologies.
  
- 2) Minutes of the last meeting  
*Previously circulated – a copy can be downloaded from the Hants & Dorset ARA Web site at – [www.hdara.co.uk](http://www.hdara.co.uk). See downloads section.*
- 3) Secretaries Report (Report to H&D Autumn Council Meeting/Wessex Region AGM)  
**ALREADY CIRCULATED/DISTRIBUTED.**

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**Hants & Dorset ARA Safety Meeting.**

**4) Report on the British Rowing National Water Safety Committee Meetings.**

**Status of region with British Rowing. REMINDER.**

- Wessex has one vote on National Safety Committee – but reps. From Wessex West & South East Coast can attend meetings – however we hardly ever vote – decisions usually taken by consensus.
- Wessex West & South East Coast remain responsible for review and acceptance of own Club Audits and analysis of incident reports - although BR are not able to split incidents.
- Jo Johnstone (Dover) is Safety Adviser for South East Coast/CARA and attends NSC meetings.

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**Hants & Dorset ARA Safety Meeting**

**4) Report on the British Rowing National Water Safety Committee Meetings.**

As the regions Rowing Safety adviser (RRSA) I attended 2 of the 3 of the BR National Safety meetings that were planned for 2019 - one in September and one in December. The meeting scheduled to be held in March clashed with a Hants & Dorset Fixture.

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**Hants & Dorset ARA Safety Meeting**  
**4) Report on the British Rowing National Water Safety Committee Meetings.**

**A wide range of Safety related subjects and topics were discussed at these meetings – the main areas of discussion being – with more information on some to follow\* -**

**RowSafe.\* (including a clarification).**  
**Club Rowing Safety Audit.\***  
**Incidents & Incident Reporting System.\***  
**Clubs/Events of concern.**  
**Club Safety Boat Operators (New Zealand model)**

**Equipment – Mirrors.** Not enough of an advantage given to ban them in racing – as has happened; Prop Guards - subject of a Risk Assessment: Boat Buoyancy - how the Control Commission decide if boat needs buoyancy.

**Volunteer of the Year Award.**  
**HRSA Monthly Reports.**  
**Safety Alerts.**  
**The New Tideway Code.**  
**Event Safety Plans.**  
**Regional AGM Safety Reports.**  
**NSC Meeting Dates – for this year.**  
**Age of Coxswains.**

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**Hants & Dorset ARA Safety Meeting**  
**4) Report on the British Rowing National Water Safety Committee Meetings.**

**NOTE: Club Safety Adviser - contact with BR.**

It is important Clubs have the correct E Mail address registered with BR for Safety Matters – usually the CWSA – and keep it updated. Without this the Clubs may not receive Safety Alerts, Incident Reports and other Safety information. Update via contact with BR or through the on-line BR Club Management system – the ClubHub portal – and in theory they will advise me of any changes.

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## 5) BR Row Safe.

- A major revision of RowSafe went live in early 2016 and is now a web enabled document with hyper-links – there will not be a printed copy issued by BR - although it can be downloaded.
- An Annual review takes each April – same time as rules of racing. In between time issues that arise covered by Safety Alerts. Remember RowSafe are expectations are not rules. Its advice and guidance not minimum standards.
- How do I find it?
  - Go to the [British Rowing](https://www.britishrowing.org/) home page - <https://www.britishrowing.org/>
  - Click on “Knowledge”
  - Find “Safety” – on right hand side.
  - Click on RowSafe
  - Click on the link to RowSafe
  - You can download a pdf copy – but its 213 pages long!

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## 5) BR Row Safe. British Rowing Regulations and RowSafe.

- There has been a suggestion circulating that the new British Rowing Regulations, effective from September 2018, make compliance with RowSafe mandatory. This has never been the intention and is not the intention now.
- The new Regulations are worded as they are, in order to align all the British Rowing disciplinary and appeals processes, whether they be requirements or guidance and a lot of work was done on this by the British Rowing staff and their solicitors.
- They have gone back to the solicitors to confirm the status of RowSafe in the context of the new Regulations and the firm advice they give is as set out below and is advice we will follow –

Andy Parkinson  
BR CEO

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## 5) BR Row Safe. British Rowing Regulations and RowSafe.

*"Everyone involved in rowing is expected to make sure that their actions (or lack of actions) do not compromise anyone's safety. That expectation is reflected in the British Rowing Regulations which require everyone to organise, manage and carry out rowing in a safe and responsible manner.*

*RowSafe is designed to help all participants in rowing understand and put into practice what needs be done to make sure that rowing is carried out safely. It is a toolkit for everyone to use as general guidance to make sure that rowing is safe, while at the same time considering the circumstances in which rowing is taking place.*

***The new British Rowing Regulations (September 2018) do not make compliance with every provision and practice referred to in RowSafe a mandatory requirement. RowSafe continues to be, as has always been its intention, general guidance to clubs and their members on safe practice in rowing. As noted in RowSafe, clubs are responsible for maintaining up-to-date risk assessments, and for defining and monitoring their own safety practices, guidance and procedures specific to their environment and activities.***

*Applying RowSafe to the particular circumstances of water, environment and participant level should in turn provide the highest achievable levels of safety for all. This is what 'compliance with RowSafe' means in practice".*

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## 5) BR Row Safe. - Proposed Changes for RowSafe 2020.

**The 2020 edition of RowSafe should be issued in April. The following items have been identified as potential updates: -**

- Add piece on Mirrors.
- Back Stays – recommended as back stays reduce risk/damage/injury. Dispute with competitions committee – they don't want it in Rules of racing.

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## 5) – and the Coastal Section(s).

- 10. Coastal Rowing

- 10.1 Coastal and Inshore Rowing.

This is predominantly based on the submission we made to the NSC in 2016 – and as suggested it relates to what we have termed “Inshore Coastal Rowing” as opposed to Offshore – FISA, Gig etc..

**There are now two sections in RowSafe covering “offshore” coastal rowing – which we are not responsible for -**

**10.2 Fixed Seat Sea Rowing – with a sub section – 10.2.1 – Gig and other fixed seat boats safety kits and –**

**10.3 Ocean Rowing - with a sub section – 10.3.1 – Ocean Rowing Safety Equipment**

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## 6) Club Safety Audits – report on last year's audits.

- A revised Club Audit was launched on 1st October, 2019/close 30th November, 2019. RRSA's were expected to Accept / Accept with provisos / Rejects – the audit within two weeks of receipt.
- There was two weeks grace form 30<sup>th</sup> November , then BROE was blocked for Clubs that had not complied and had their audit accepted.
- It remains a recognised part of the affiliation process.
- Its not a “Pass” or “Fail” audit – but a statement of the Clubs situation.
- Audits are “accepted” – not “approved”. They are accepted if all questions are answered and if Risk Assessments have been uploaded if the response to the questions on Risk assessment uploaded had been YES.
- Guidance for audit procedure and use of Google Folders was sent out to all CWSA's.

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## 6) Club Safety Audits – report on last year's audits.

- All Wessex Clubs audits have now been accepted - Bournemouth University – were the last, as last year, on 5<sup>th</sup> December – after initially being rejected due to a conflict over who was responsible for safety between them and their host club Canford School.
- Five Club Audits were initially not accepted – due to missing /incorrect responses, failure to upload risk assessments or “host Club issues”.
- Southsea – were incorrectly classified as being a Wessex South East Coast Club by BR – so their audit was sent to Jo Johnston, Wessex South East RRSA who accepted it – so I have no details of Southsea's audit.
- Solent University Boat Club - although they are hosted by Coalporters they are not affiliated to British Rowing.

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## 6) Club Safety Audits – report on last year's audits. CHANGE TO SUBMISSION PROCEDURE.

- The Audit completion and submission process was the same as 2018 and guidance was sent out. However the process was not without its difficulties – most centered around the BR Google Folders and upload of files.
- On completion of the Audit – CRSA's were expected to load the completed audit document into their respective BR Google Folders, which used to be done by BR, along with their Risk Assessments.
- But this part of the process was either not understood or proved to be difficult to achieve in many cases.
- On a number of occasions the RRSA's had to be upload the audit or documents to the Clubs Google Folder.

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## **6) Club Safety Audits – report on last year's audits. ISSUES WITH SUBMISSION. Summary of Issues With Audit.**

- Total 22 – 4 ok, 18 with issues. Some with more than 1.
- 1 - Folder In Wessex H&D and in Wessex CARA. Submitted to CARA - so no notification to me and not in folder. CARA accepted Southsea audit.
- 1 - No notification E Mail received but in Google Folder.
- 16- Audits not in Google Folder - I uploaded from copy on notification. User error?
- 2 – Club queried method – advised on procedure.
- 2 - documents not in Google Folder. I uploaded on receipt of documents.
- 1 - audit re-submitted after querying host arrangements.
- 1 – audit changed after querying up load of documents.

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## **6) Club Safety Audits. – report on this year's audits.**

- This year BR have been able to provide me with a breakdown of the Audits for the Wessex/ West Clubs, in Excel Format – after I requested the information – and presumably this has been done for other regions.
- However in spite of the reduction in the number of questions analysing in a meaningful way is still very difficult.
- However I have been able to extract, as I have in the past, a list of the questions that receive the most “still to address” responses - which we have considered at meetings in the past in the hope of providing solutions.

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## 6) Club Safety Audits. – report on this year's audits.

- Club Safety Audits 2019. Wessex/H&DARA Region.
- Analysis of items "TO BE ADDRESSED"
- BR converted to Clubs Audits for each Region into a spreadsheet.
- The spreadsheet had – 117 meaningful Columns. 25 columns relating to name & contact information. 16 questions required a numeric response. 6 questions related to swim tests 70 - Yes/No/To Be Addressed.
- The spreadsheet has been analysed and any Questions that had four ( five last year) or more "To be addressed" response's listed for review – there were 9.

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## 6) Club Safety Audits. – report on this year's audits.

- This year reviewing any that had four or more "to be addressed" (five last year)- still 9 – same as last year. Aim is to reduce year on year.
- The 9 are – [with number of clubs].
- Does your club review its risk assessments regularly (typically yearly)? (Please only tick "Yes" if you have uploaded an up-to-date copy of your Risk Assessment for club activities and your Club Safety Plan to your Google Drive folder).[5]
- Does your club review the findings of the Club's Rowing Safety Audit and implement its recommendations at committee level as appropriate? [4].
- Does your club have a Safety Policy? [6].
- Does your club provide training in risk assessment and safe practice. [7]
- Does your club have rules in place on boating in dark/low/poor visibility situations? [9]

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## 6) Club Safety Audits. – report on this year's audits.

- Throw Lines: Does your club provide training for Safety Aids? Please specify what other Safety Aids your club provides training for, if applicable. [7]
- Does your club require launch drivers to hold, as a minimum, the RYA Level 2 powerboat certificate (appropriate to water conditions; inland; coastal and use: Safety boat) or equivalent certified training? [4].
- Does your club ensure the Training Camp Organising Committee addresses the topics raised by the "Row Safe" guide? (Please only tick "Yes" if you have uploaded an up-to-date copy of your Risk Assessment for training camps to your Google Drive folder) [4].
- Does your club have an Emergency Action Plan (EAP) within the Club Safety Plan which is communicated to all club members?(Please only tick "Yes" if you have uploaded an up-to-date copy of your Emergency Action Plan to your Google Drive Folder) [7]

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## 7) On Line Incident Reporting – reminder of the process.

- Required so that lessons can be learnt, procedures improved and statistics provided - and for insurance purposes – and was a requirement of the ROSPA report on Safety in rowing following Blockley and Reading incidents.
- Important formal record of incident – in case of repercussions at a later date.
- On-line via BR Web-site. “Relatively” simple form to complete – more detail if event flagged as serious.
- “Simple Capsize” option available.

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## 7) On Line Incident Reporting – reminder of the process.

- Anyone can complete an incident report.
- Better to receive more than one on same incident than none.
- Copies of all incident reports submitted automatically sent to Regional Rowing Safety Advisor, National Safety Advisor and BR.
- Incidents that may generate BR individual insurance claim. BR are obliged to advise insurers of relevant incidents.

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## 7) On Line Incident Reporting – 2019. analysis of 11th year – National. (BR stats).

Stephen and Andrea Worley have produced an extensive and very detailed report on incidents reported in 2019 – which has been circulated to CWSA with the HRSA's January Monthly Report. The 51 page report (to detailed!) is difficult to summarise but -

Some highlights –

- There were 2120 incidents reported in 2019 (20<sup>SB1</sup> in 2018).
- Of those, 804 (38%) involved simple capsizes (829/39% in 2018) and 1316 (62%) described as “significant” incidents (1257/61% in 2018).

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## 7) On Line Incident Reporting – 2019. analysis of 11th year – National. (BR stats).

- The top ten causes of significant incidents in 2019 was –
- POOR LOOKOUT. (480). 36%.
- NON ADHERANCE TO NAVIGATION CODE. (196). 15%.
- FAILURE TO CHECK EQUIPMENT. (110). 8%.
- FALLS & OTHER INJURIES. (93). 7%.
- POOR LOOKOUT & NON ADHERANCE TO NAVIGATION CODE. (82) 6%.
- ANTISOCIAL BEHAVIOUR. (55). 4%.
- POOR STEERING. (54). 4%.
- GOING OUT IN BAD WEATHER. (49). 4%.
- HEALTH. (47). 3%
- LAUNCH INCIDENTS. (24). 1.5%.

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## 7) On Line Incident Reporting – 2019. analysis of 11th year – National. (BR stats).

- 92% of Significant incidents could be avoided by safer behaviour.
- There were 2 fatalities in 2019 – both were tragic health related incidents.
- In 2019, on average, £4,400 worth of damage was caused to boats and equipment each week.
- Collisions remain the single biggest incident nationally.
- In 2019, 90% of the Collisions resulting in Serious Injuries were with other rowing boats.
- 11 serious incidents resulted in broken bones, 5 of these incidents occurred when handling boats on land, 3 occurred on the two path, 2 in the boating area and 1 on water.
- There were 804 simple capsizes recorded – excluding capsized drills. A simple capsized is due to a simple technique or competence issue.

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## 7) On Line Incident Reporting – 2019. analysis of 11th year – National. Incidents of Interest – outside the region.

- With 2120 incidents reported – its difficult to select ones to review – but I have selected a few that I thought were of interest -
- 12669. 4+ went to the assistance of a man who had fallen in the river. Cox and 3 man entered to rescue the man. On getting him ashore CPR carried out until Emergency Services arrived.
- 13780. Experienced sculler capsized while racing. Could not release his feet. Eventually released by Umpires Boat. Heel restraints totally inadequate.
- 14658. Junior Girl holding feet of other person on Ergo got her hair caught in the chain mechanism. 8cm of hair and part of machine dismantled to free her. Did have her hair in a pony-tail.
- 14031. Crashed into bridge due to someone unexpectedly swinging out from a rope swing.

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## 7) On Line Incident Reporting – 2019. Analysis of 11<sup>th</sup> year – National. UNDER REPORTING.

- BR NSC recognise a problem with under reporting – which they addressed in 2018 with some success – although it certainly still exists.
- BR have not yet produced any figures from 2018 or 2019 to show how many clubs did not report an incident. in 2017 of the 563 affiliated BR Clubs , 257 of them did not report an incident in – 46 %.
- BR recognise and congratulate the top five clubs who have reported most incidents for their “positive approach to safety” – and they receive a certificate of commendation.
- I am not entirely comfortable with this approach – as they are arguably the most “unsafe” clubs!
- In 2020 the Lea RC reported the most incidents – with 74, Avon were 2<sup>nd</sup> with 51 – both are big Clubs.
- Wessex/H&DARA Club - CHRISTCHURCH were 5<sup>th</sup> with 41.

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## 7) Improvements to on-line Incident Reporting System.

I have asked BR for two improvements – these were agreed but have still not been implemented – BR Resource issue?

- When an incident report is made naming several Clubs only the primary club's CWSA seem to receive a pdf copy automatically. Any other Club mentioned just get an E mail to say they have been mentioned in an incident report - and to ask for details from the RRSA. I have asked that all Clubs mentioned automatically get a copy saving them having to contact the RRSA and for him to advise them about the incident which I get this several times a year. Believe this has now been implemented.
- To help tackle under reporting - it these days of smart phone and instant access – BR need to develop an Incident Report Ap. for smart phones. I believe this would increase the number of incidents reports as it would allow them to be done almost immediately.

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## 7) On Line Incident Reporting. Opened for comment. Nationally.

- An RRSA can “open” incident for comment/ discussion - and send to – other clubs and individuals involved as long as BR membership number is known – and/or other RRSA's.
- Nationally I was invited to comment on 33 reports from other regions and did so where I thought I had something to contribute.
- In 2019 I opened 11 Incident Reports for comment – 4 of these related to the Boat inspections which did receive some comments/responses.
- Most of the others was where there was more than one Club involved and I sought a comment/report from the other Club/Clubs.

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## On Line Incident Reporting.

### A note from the HRSA

*"Thank you to everyone who has taken the time to report incidents.*

*These reports help us to identify opportunities for improvement and to provide advice to clubs, rowers and events that is appropriate and relevant.*

*For the last 3 years British Rowing has recognised and congratulated the top five clubs that made the largest contribution to the Incident Reporting system, for their positive approach to safety.*

*Please continue to report incidents however trivial they may appear. More reports does not mean that our sport is less safe, it means that we are working together to improve rowing safety."*

Stephen Worley  
Honorary Rowing Safety Adviser



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## 8). Incident Reporting, 2019. Wessex Region.

Excluding CARA/Wessex South East Coast

### Some basic facts –

**Incidents recorded in the region – 143 (174 in 20018) of which 22 came from CARA Clubs (38 in 2018), leaving 121 from H&D/Wessex Clubs (134 in 20018) of which 3 were linked/duplicated – leaving 118 (128 last year).**

**4 of these were for H&D ARA Boat Inspections & 2 event summaries - leaving 112 of which 47 were simple capsizes (32 in 2018).**

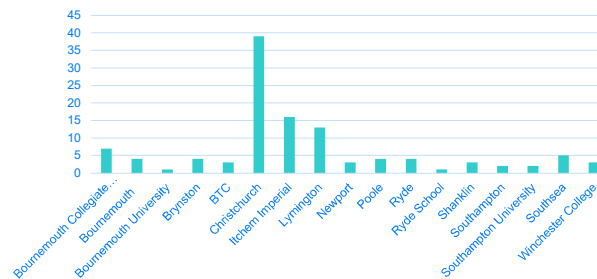
**Question - If a Club reports a high number of incidents – if this conscientious reporting or an indication of an unsafe Club?**

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## 8). Reported Incidents, 2019. Wessex/H&D Region. By Club!

All H&D Clubs & Wessex Clubs except Portsmouth University reported at least one incident.

Number of BR incidents Reported by Club in Wessex West in 2019.



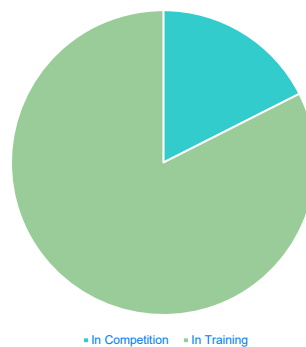
Bournemouth Collegiate Schools.	7
Bournemouth	4
Bournemouth University	1
Brynston	4
BTC	3
Christchurch	39
Itchem Imperial	16
Lymington	13
Newport	3
Poole	4
Ryde	4
Ryde School	1
Shanklin	3
Southampton	2
Southampton University	2
Southsea	5
Winchester College	3
Portsmouth University	0

Clubs should analyse their incidents for patterns/learning points.

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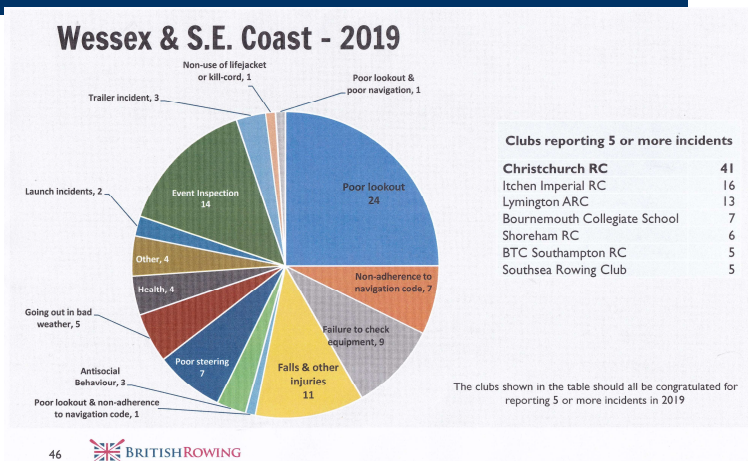
## 8). Reported Incidents, 2019. Wessex/H&D Region. Training v Competition.

8). Reported Incidents, 2019. Wessex/H&D Region. Training 94 (2018 - 112) v Competition 20 (2018 - 18). Includes two at River events



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## 8). Incident Reporting, 2019. Wessex/H&D Region. Total incidents reported by Type.



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## 8) Incidents of note – to review at the meeting –

- With 118 incidents reported – its difficult to select ones to review – but I have selected a few that I thought were of interest – and can discuss any others hi-lighted.
- 12474. While driving to a racing event long section of an eight came loose. Upon inspection it looked like the loop on the outside of the trailer had come off the trailer section.
- 12708/12716. At Wessex Trials. Several capsizes including a coxed Quad. Limited safety cover and communications poor. Trials abandoned in deteriorating conditions.

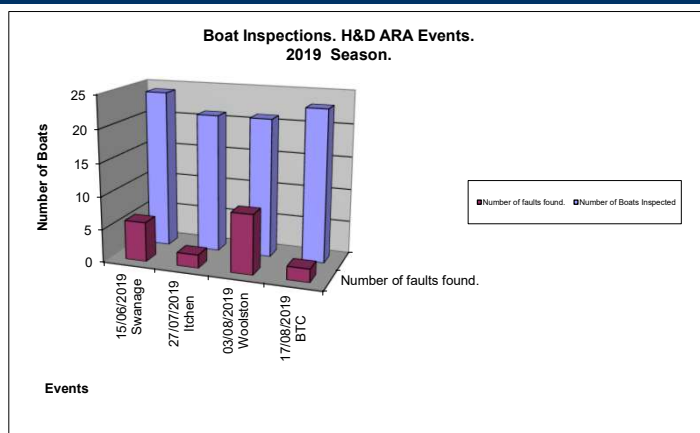
36

## 8) Safety incidents at the 2019 Hants & Dorset Events.

- 16 events – including 3 Head Races - 1 cancelled, 1 Junior Regatta. No Regatta were cancelled. [17 last year].
- Would expect to receive report from each club involved plus event safety adviser - which could be in the form of a summary of incidents on one report if all of a minor nature.
- These were received from Ryde and Swanage along with 4 for boat inspections and are in addition to the 16 Incident reports received.
- 2 were from Wessex Clubs at River Events.
- H&D Events – 2 at BTC Head, 1 at Shanklin, 1 at Ryde, 2 at Christchurch, 1 at Swanage, 1 at Poole, 5 at Itchen and 1 at Woolston.
- No BR recorded incidents at – Southampton Head, Lymington, BTC, Southsea, Coalporters and Newport.
- Did not have access to H&D race officials so unable to report on how many safety related incidents were recorded by them – but suspect, based on past records, that there were significantly more than the 16 where incident reports were raised.

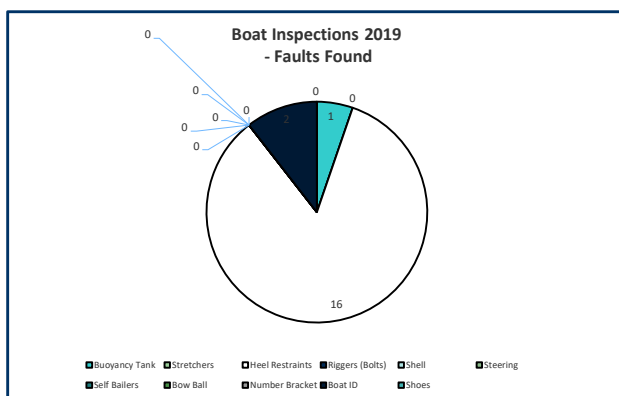
37

## 9) Boat Inspections at H&D ARA Events – 2019.



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## 9) Boat Inspections at H&D ARA Events – 2019. Analysis of faults found.



Heel Restraints – 16.  
Boat ID – 2  
Buoyancy Tank – 1.

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## 9) Boat Inspections - Life Jackets.

- In 2019, as agreed at the last Safety Meeting an inspection of Life Jackets was undertaken – this time at Woolston Regatta.
- 29 Life Jackets were inspected (25 in 2018, 31 in 2017 - a record – 18 in 2016, 26 in 2015).
- 6 Faults were found around – 21% - against 36 % in 2018, 48% in 2017, 56% in 2016 and 70% in 2015 so we are achieving an ongoing improvement year on year.
- Figures are misleading as some Life Jackets had more than one fault.
- Faults found -
- 2 x No crutch strap fitted.
- 1 x CO2 Cylinder incorrectly fitted/loose.
- 1 x CO2 Cylinder operating lanyard not accessible.
- 2 x Clip missing from CO2 Cylinder.
- Most Clubs now have an annual service in place.

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## 9) Heel Restraint Checks & Safety, Notification via IR and Award.

- In addition to the boat inspections a full Heel Restraint check on every boat was undertaken – at Woolston Regatta.
- 38 boats were checked (54 last year, 44 in 2017, 49 in 2016 ) at with 7 faults found against 5 in 2018 and 10 in 2017.

After each boat inspection an BR incident report was raised recording the Club with a failure which was detailed in the report, submitted and opened for comment - an approach that has been adopted by British Rowing National Safety Committee as an example of best practice.

NOTE: Two Clubs – Bournemouth & Southsea - went through all boat inspections, including the full heel restraint and Life Jacket checks – with no faults found and received an award at the Hants & Dorset Dinner.

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## 9) Heel Restraints. National situation.

- BR agreed to introduce FISA rule from 1 April 2019 so the official statement in RowSafe is now - **each shoe shall be independently restrained such that when the heel reaches the horizontal position the foot will be released from the shoe**). This ensures consistency with BR the rules of racing and is broadly in line with the Hants & Dorset Rule.

H&DARA Safety Inspections – general note.

Across all three areas that the Association carries out Random Safety Inspections – Boats, Life Jackets – and specifically Heel Restraints – we have shown year on year improvements and I believe that the safety of our boats and equipment has improved significantly since we introduced these checks – to the great credit of the Association, the Safety Sub Committee and the Associations Clubs – although we must not get complacent!

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## 10) Regatta/Event Audits - reports on last seasons audits and plans for 2020.

- All H&D (Wessex) events submitted an event safety audit with risk assessments, safety and communication plans – with emergency plans accompanying most.
- These were reviewed and approved by the RRSA and BR advised so that the BR Event Public Liability Insurance could be issued if required.

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## 10) Regatta/Event Audits - reports on last seasons audits and plans for 2020.

- All events submitted a self-audit in 2019.
- No events were re-audited in 2019.
- Policy in 2019 – it was agreed that Clubs who failed to send a representative to the 2019 Safety Meeting would have their event audited – this only applied to Newport – but this re-audit was unfortunately not carried out.
- Policy in the past has been that it was felt that the race officials reporting system already hi-lighted safety concerns and this would be used alongside safety committee members observations to hi-light events where a re-audit would take place + those not attending the meeting.
- Candidates for re-audit in 2020? – not represented at this meeting - ?

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## 10) Regatta/Event Audits - reports on last seasons audits and plans for 2020 + BR Public Liability Insurance.

- BR have reinstated the long standing agreement between BR & H&DARA to allow H&D Events to take out BR Public Liability Insurance. BR would continue to provide insurance to all Hants and Dorset competitions.
- However at least six H&DARA Clubs had found alternative Public Liability Insurance cover – usually through their own Club Insurance and in most cases at no additional cost - saving the events some expenditure.
- This will have cost BR and their Insurers at least £700 in lost revenue.

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## 10) Regatta/Event Audits - reports on last seasons audits and plans for 2020 - BR Public Liability Insurance.

- British Rowing have confirmed that their Event Public Liability Insurance will be available to H&DARA Clubs again this year - but they have not announced the rate for 2020 yet (due 1<sup>st</sup> April, 2020)[£120 in 2019].
- British Rowing confirmed the process - Events apply direct to BR for cover - and the Regions RSA confirm that the correct documents are in place and that they have been checked - and BR will then issue the Public Liability Insurance Certificate on payment of the appropriate fee which was £120 in 2019.
- The contact at BR - BR have asked us to use - [clubs@britishrowing.org](mailto:clubs@britishrowing.org)

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## 11) Safety Equipment Provided for Race Officials at events with H&D Permit.

- Safety Equipment available to affiliated events for use of Racing Officials.
- 3 x BR LAUNCH RESCUE KITS.
- (H&D Adapted)
- **CONTENTS:**
- **INSTRUCTIONS**
- **THROW BAG (Grab Line)**
- **KNIFE**
- **WHISTLE (Warning Device)**
- **FIRST AID KIT**
- **EXPOSURE BLANKETS – Mediwrap – TWO.\***  
- Space Blanket type – THREE.



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## 11) Safety Equipment Provided for Race Officials at events with H&D Permit.

- LIFE JACKET
- LENGTH OF ROPE (15m)
- TRANSISTOR MEGAPHONE (Loud Hailer)
- RED FLAG
- AIR HORN/SOUND SIGNALING DEVICE -  
Now a Pump Action Emergency Horn with no requirement for a cylinder - used for the first time in 2015.
- WATERPROOF BOX FOR LOUD HAILER BATTERIES
- Two sets of 8 Batteries – One set in sleeves, one spare set.
- Safety Kits and Life Jackets are for the use of Hants & Dorset Racing Officials – NOT to supplement the equipment on Regatta Safety Boats – who must provide their own.



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## 11) Equipment. Checks after 2019 Season. By Gary Joyce.

### Kits -

- H&D Safety kit 1 – Gary Joyce to check and advise.
- H&D Safety kit 2 - Gary Joyce to check and advise.
- H&D Safety kit 3 - Gary Joyce to check and advise.
- 1 Loud Hailer has been replaced and batteries renewed.
- 10 H&D lifejackets have been serviced again in December this year - Service by Ocean Safety, Southampton.
- All Life Jackets have now been fitted with a crutch strap.

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## 12) H&D ARA "portable" Defibrillator.

- The Hants & Dorset ARA has now purchased a portable defibrillator. This was passed from event to event along with the Race Officials safety Kits and Life Jackets ensuring that there was a defibrillator at every H&D ARA event regardless of whether there is already one available nearby or one is provided by the host club and/or their First Aid Provider.
- The unit purchased was a - **Phillips Heartstop HS1 First Aid Defibrillator with soft carry case** for ease of taking it around to events, a four year battery a set of adult pad cartridges and eight years manufacturing warranty and is described as "uncomplicated and easy to use".
- Additional information on the Defibrillator can be found in the Safety Section of the Hants & Dorset ARA Web site at – [www.hdara.co.uk](http://www.hdara.co.uk)



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### 13). Rowing Safety Committee.

**Term of reference: To try to ensure, as far as practical, that all Hants & Dorset ARA affiliated Clubs and Event's comply with British Rowing's (was ARA) Water Safety code of Practice and guidance notes ("RowSafe") and any additional terms of practice/ guidance introduced by the Hants & Dorset Amateur Rowing Association.**

Current -

- Chairman.
- **Mark Viner.** Lymington Rowing Club.
- Sub Committee Members.
- **Steve Bull.** Ryde R. C. & Wessex Region RRSA
- **Gary Joyce** Itchen Imperial Rowing Club.
- **Mick Gisborne.** Southsea R. C.
- **Adam Ratcliffe.** BTC Rowing Club.

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### 13). Rowing Safety Committee. To discuss potential management structure around Hon. Secretaries Role post March, 2020.

**Ref. Special Meeting on Rules and Competitions Subcommittees 6/2/19.**

It was agreed in 2019 that committees, including H&D Safety Committee including H&D Safety Advisor should be self-managing with Chair and Secretary and to run their own meetings: preparing agenda, notes and dealing with relevant business.

**Steve Bull, as the Regions Safety Adviser has agreed to continue as Secretary of the H&D Safety Committee.**

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## 14). Venue for 2021 and future meetings. Current rotation – 2021 – Southampton.

H&D ARA Safety Meeting Venues.		
Last		
	2012	Christchurch.
	2013	Southsea
	2014	Westover
	2015	Itchen
	2016	Poole
2007	2017	BTC
2008	2018	Ryde/Shanklin/Newport
2009	2019	Coalporters
2010	2020	Lymington
2011	2021	Southampton

According to the Rota – for 2021 we should visit SOUTHAMPTON – there is no need to slot “Dolphin” into the rota – as they are no longer affiliated to the H&DARA – and Ryde School are hosted by Newport. R. C.

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## How can we make rowing safer?

The most common incidents are collisions and many incidents on land result in serious injuries.

- Be careful on land as well as on the water
  - Falls and other injuries account for over 40% of serious incidents
- Keep a good lookout on water
  - Collisions account for almost 30% of serious incidents
- Know and abide by the local navigation plan
  - 15% of serious injuries resulted from not following the navigation plan
- Don't assume that other water users are keeping a good lookout and following the navigation plan
- Take care on land, wear suitable footwear to avoid slips, keep pontoons clean and apply non-slip coatings if appropriate

Serious incidents = incidents requiring more than one week off rowing

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## **Hants & Dorset ARA Safety Meeting.** **14) Any other business.**

- Safety information on H&DARA Web site.  
(additions/amendments in 2019.)
- Club Hub.
- South Coast Championships.
- ?