

SPECIFIC RISK LOG								DEFINITIONS		
PROJECT TITLE:				Risk assessment for Benfleet Yacht Club Coastal Rowers				ACCIDENT	An unplanned, uncontrolled event which has led to damage, ill health or injury	
PROJECT/EVENT:-				Rowing from BYC and other locations				HAZARD	A condition or practice with the potential to cause damage, ill health, injury or other loss	
The table should be completed, identify all activities/tasks to be carried out, what the hazards are, the likelihood, consequence and risk:								RISK	The combination of the likelihood that a HAZARD will result in an ACCIDENT and the severity of the CONSEQUENCE of the ACCIDENT	
Likelihood (L) 5 = Probable, 4 = Occasional, 3 = Remote, 2 = Improbable, 1 = Impossible								LIKELIHOOD	The possibility of an event occurring	
Consequence (C) = as detailed below:								CONSEQUENCE	The outcome of the event	
5	Multi Fatality	4	Fatality	3	Major Injury	2	Minor Injury (LTA)	1	Accident (NLT)	
5	Full collapse of Structural System	4	Partial Collapse of Structural System	3	Major Damage/Repair to Structure	2	Minor Damage/Repair to Fabric	1	Superficial Damage	
Risk = Likelihood x Consequence										
Identify any corrective action which can be taken to eliminate the risk and responsibility (named member of the Project Team)										
Residual Risk – Where risk is remaining after corrective action is taken										
Residual Risk = Likelihood x Consequence										
								LTA = Life threatening accident NLT = Not life threatening		
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								updated: Oct 2019		

This document is not an exhaustive list of all the risks. It be reviewed annually or when any new incidents/risks are experienced.

Locations:

- A: Benfleet Yacht Club
- B: Benfleet creek from Leigh to Holehaven and Pitsea
- C: Waters round Canvey Island
- D: North shore of Thames Estuary from Leigh to Shoebury
- E. Any other waters where the boats are launched.

General: - Ensure all persons employed/engaged are fit and competent to undertake their duties without unnecessary risk to themselves and others.

Training will consist of written guidance and verbal instruction.

Written Guidance on risk management will be circulated to all rowers in the form of the BYCCR Standard Operating Procedure, BYCCR Rowing Handbook and BYCCR Safety Policy.

Instruction will be given to individuals on:

- the areas of risk
- the method of launching and storage of trailers and vehicles
- Safeguarding of Children and Vulnerable Adults

Equipment

- Hazards presented by the equipment (including boats/trailers) and risk due to movement of the equipment during the setting up/dismantling of the site is identified in the risk assessment.

First Aid

- First Aid facilities are available outside the BYC clubhouse as well as an Automated External Defibrillator. Some of BYC rowers are trained First Aiders with current qualifications. All BYC Support Boat Crew/Instructors are up to date First Aid trained.
- First aid equipment is also in the Boat Safety Kit.

Emergency Procedures

- In the event of a serious incident at BYC Essex Police /Marine Police/Fire/ Ambulance will be contacted and take control of the incident.
- In the event of a serious incident on the water RNLI/Marine Police/Ambulance will be contacted.

RA and incident reviews

- This Risk Assessment will be reviewed annually.
- Any Incidents or accidents logged will be reviewed at the time, and collectively quarterly.

ACTIVITY/TASK	HAZARD	DEGREE OF RISK			CORRECTIVE ACTION REQUIRED	PERSON RESPONSIBLE	RESIDUAL RISK	DEGREE OF RISK			
		L	C	R				L	C	R	
Cox/Training lead ensures: 1. Boats/equipment checked for damage prior to launching and after the session. 2. Crew are fit for the session planned. 3. Tides/wind/weathery and crew ability assessed. 4. Dynamic Risk Assessment done 5. Whiteboard completed with session details 6. When in open sea a Boat Safety Kit is taken with every fixed seat boat outing.					First Aid box with Automated External Defibrillator is located on the outside of the clubhouse by the front door. Nearest A&E department is at Basildon Hospital. 15-20 minutes' drive.						
Boat Safety Kit Contents					Foil blankets – enough for 1 each per crew First Aid Kit Throw rope – 15m minimum Serrated safety knife Whistle Communication device (mobile phone/vhf radio) Current BYC Handbook (phone numbers, tide times)						
Location A	BYC										
Site Access	Possibility of vehicle collisions on accessing site	3	4	12	Cars to move at appropriate slow speed while on the BYC grounds.	Car driver	Vehicle does not drive at a safe speed	2	4	8	
Boat launching/landing /transporting	Damage to any boats/trailers	3	2	6	Boats/trailers checked for damage prior to launching and after the session. Any damage must be reported to Rowing Captain or alternative suitable person.	Cox/Training Lead	Crew do not follow instructions	2	2	4	
	Trips/slips from equipment/trailers etc	4	2	8	Launching managed by Cox/Training Lead. All equipment moved after launching to safe storage areas. Area cleared of other people as appropriate.	Cox/Training Lead	Crew do not follow instructions	2	2	4	

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	Launching boats from trailers	3	3	9	Launching managed by Cox/Training lead. All crew informed of safe procedure to avoid injury.	Cox/Training Lead	Crew do not follow instructions	2	2	4
	Towing road trailers	4	4	16	All road towing done by competent drivers who are suitably insured. Nose weight checked of road trailer – reload items in boat as appropriate. Road trailers checked regularly.	Car driver Rowing Captain.		3	3	9
All areas	Aggression/abuse	3	2	6	Do not aggravate person. Call Civilian Police and follow Instructions	Cox/Training Lead	Crew do not follow instructions	2	2	4
Children and vulnerable adults		2	3	6	Cox/Training Lead/BYC Flag Officer should be alerted to any unusual activity with name and location. Crew member should not be left alone with a child if at all possible. If a crew member finds themselves alone with a Child and/or a Vulnerable adult, they should summon assistance. If child is found identity of those claiming child should be checked. Avoid being in club changing rooms alone with a child. All actions should be recorded on incident forms.	Cox/Training Lead	Marshals unavoidably left on their own	2	2	4
Clubhouse/sheds /containers etc	Injury to person/damage to equipment etc				This is covered by the main BYC Risk Assessments BYC is an RYA approved training centre.					

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<u>Location: B, C, D and E</u>	<u>On the water</u>									
Training/rowing	Grounding Fouling on a hazard	4	2	8	Cox/Training Lead to have carried out a dynamic risk assessment before the outing. Briefing for all crew before the race.	Cox/Training Lead	Crew do not follow instructions	2	2	4
	Getting lost	3	3	9	Cox/Training Lead to have carried out a dynamic risk assessment before the outing. Briefing for all crew before the race. Rowing whiteboard with planned session details put out at club base before session with planned return time. Use mobile phone or VHF for location.	Cox/Training Lead All crew	Crew do not follow instructions	2	3	6
	Collision with other craft using the river and creeks Collision with larger vessels in the main river Collision with navigation and ship mooring buoys Collision with stationary craft	3	5	15	All crew informed of session and the rules of the water via BYCCR Handbook and Standard Operating Procedures. Crews to stay close to the south side of Canvey avoiding the main shipping channel, but outside of groynes and jetties. Crews to avoid the Southend Pier and groynes on north side of Thames Estuary. Crews to avoid any racing dinghies or stationary craft. All collisions to be reported to Rowing Captain/Flag Officer	Cox/Training Lead	Crew do not follow instructions	2	3	6

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	Jetskis and PWCs creating wash or being abusive	3	2	6	Crew asked to note data tag number of offending craft and/or report immediately a serious incident to Rowing Captain or Club Flag Officer	Cox/Training Lead	Crew antagonise PWCs	2	2	4
	Impact in on wildlife in SSSI in Holehaven Creek	3	2	6	No landing except in an emergency.	Cox/Training Lead	Crew do not follow instructions	2	2	4
	Boat malfunction	2	3	6	Boats checked by the Cox/training Lead and all crew prior to outing for seaworthiness. Checked again at end of session. Crew informed of what to do in the event of an incident. All craft to carry a 10m tow rope Use mobile phone or VHF radio to summon assistance if required.	Cox/Training Lead	Crew do not follow instructions	2	2	4
	Dehydration Heat Exhaustion Heat Stroke	3	2	6	All crew instructed to carry and drink fresh drinking water. All crew to keep cool in hot weather – if needs be with a bailer of sea water over the body.	Cox/Training Lead All crew	Crew do not follow instructions	2	1	2
	Inability to complete the outing due to time taken	4	2	8	Slipways and beaches available for landing craft at various points round Canvey and along the Thames coast. All crews to keep an eye on the tide and the amount of water remaining for the outing. Rowing whiteboard with planned session details put out at club base before session with planned return time.	Cox/Training Lead All crew	Crew do not follow instructions	4	1	4

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Weather conditions deteriorating	Swamping	3	5	15	All crew must wear a personal buoyancy aid.	Cox/Training Lead	Crew do not follow instructions	3	2	6
	Sinking				All boats to carry bailers if not self-bailing.					
	Capsizing				Keep insight of the shore.					
	Man overboard				Slipways available for landing craft at various points round Canvey and along the Thames coast. Follow the capsize procedure from the BYCCR Handbook and Standard Operating Procedures. Crew to follow BYCCR Man Overboard procedures as instructed to by the cox/training lead or designated person. Report any incident to British Rowing via website and to BYC Sailing Committee.					
	Inability to complete the session due to weather	2	3	6	Slipways available for landing craft at various points round Canvey and along the Thames coast.	Cox/Training Lead	Crew do not follow instructions	2	2	4
Tidal Barrages being shut at Holehaven	Inability to complete the session	3	2	6	Monitor Tide Tables and Met Office forecasts Environmental Agency inform club of any planned closures Slipways available for landing craft at various points round Canvey. If unexpected landing not at BYC inform someone of your safety so return to BYC is not expected as indicated on whiteboard.	Cox/Training Lead	Expected weather conditions Crew do not follow instructions	2	1	2

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Children and vulnerable adults		2	3	6	Crew member should not be left alone with a child. If a crew member finds themselves alone with a Child and/or a Vulnerable adult they should summon assistance. If child is found the identity of those claiming child should be checked. All actions should be recorded on incident forms.	Cox/Training Lead	Crew do not follow instructions	2	2	4