

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, 23rd February at 11.00am*.

Defibrillator familiarization training – 10.30am.

&subject to Coalporters Audit.

SOUTHAMPTON
COALPORTERS ROWING
CLUB.

Hants & Dorset ARA Safety Meeting.
INVITATIONS/INTRODUCTIONS.

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 Southampton Coalporters Rowing Club.

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. 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 10th year – and stats (if available from BR).
- 8) Safety incidents Reported by H&D (& Wessex) Clubs in 2018 and at 2018 Hants & Dorset Events.
- 9) Boat Inspections - report on last season's Inspections and plans for 2019. *[See attached]*
- 10) Regatta/Event Audits - reports on last season's audits and plans for 2019.
- 11) To review Association Safety equipment including status after 2018 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 2020 Meeting.
- 15) Any other business.

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

1) Apologies.

Adam Ratcliffe, BTC & Safety Committee, Chris Lucas, Newport, Andi Davies, Southampton.

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. See downloads section.

3) Secretaries Report (Report to H&D Autumn Council Meeting/Wessex Region AGM)

ALREADY CIRCULATED/DISTRIBUTED.

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 appear to have an issue splitting incidents!).
- Jo Johnstone (Dover) is Safety Adviser for South East Coast/CARA and attends meetings.

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 2018 - one in September and one in December. The meeting scheduled to be held in March was cancelled because of the weather and replaced with a Conference call – which I took part in – but they are not very satisfactory.

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* -

Medical. (BR Medical Officer David Zinderman attended the September meeting.

RowSafe.* (including a clarification).

Club Rowing Safety Audit.*

Incidents.*

Clubs/Events of concern.

Heel Restraints.*

Club Hub.*

Volunteer of the Year Award.

HRSA Monthly Reports.

Safety Alerts.

Control Commission Sheets.

Event Safety Plans.

Regional AGM Safety Reports.

Equipment.

NSC Meeting Dates – for this year.

Age of Coxswains.

Boat Holders wearing Life Jackets.

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 – now being replaced by the ClubHub portal – and in theory they will advise me of any changes.

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!

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

Andy Crawford
Chair of British Rowing Sport Committee

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".

5) BR Row Safe. - Proposed Changes for RowSafe 2019.

The 2019 edition of RowSafe should be issued in April. The following items have been identified as potential updates: -

- Remove the picture of a 2x without backstays on bow's riggers.
- Specifying the buoyancy requirements for lifejackets used in Ocean Rowing.
- Add something on competence to compete safely at a regatta.
- Add something on releasing a prosthesis from a stretcher (or from the athlete).
- Add something on boat launching plans for events to reduce prolonged exposure to heat and cold.
- The need to explain that CRSAs are not responsible for Rowing Safety but are expected to give advice.
- Add a section on Coxing to Chapter 5 – Competence and updated Cox Training materials .

5) BR Row Safe. - Proposed Changes for RowSafe 2019.

- Add something about coxes in bow loaders not getting their lifejacket straps caught (see above) .
 - Add something about coxless rowing and sculling in the dark.
 - Add reference to “Coaching Safe Behaviour”.
 - Add advice on a document containing Information to Competitors.
 - Add information about the Intended Pleasure Vessel Code.
- Updates to Section 8 – Health.
- Add or update as appropriate –
- Consequences of rowing when injured or unwell or with back or joint pain.
 - Communicate the latest information about treating Concussion. Include the Concussion Recognition Tool 5
 - Updated guidance on Epilepsy including Indoor Rowing

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

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

- A revised Club Audit was launched on 1st October, 2018/close 30th November, 2018. RRSA's were expected to Accept / Accept with provisos / Rejects – the audit within two weeks of receipt.
- There was supposed to be two weeks grace form 30th November , then BROE was supposed to be blocked for Clubs that had not complied and had their audit accepted – this did not actually happen until around 21st December when 90 BR Clubs were suspended for failing to submit or get accepted their Club Audit. 3 from Wessex - Universities of Southampton, Bournemouth and Portsmouth. 1 in CARA - Bexhill.
- 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.

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 26th January – after initially being rejected due to a conflict over who was responsible for safety between them and their host club Canford School.
- Three 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 – and sent me a copy. I am told by BR they will be switched to our region for 2019/20 audit.
- Solent University Boat Club - although they are hosted by Coalporters they are not affiliated to British Rowing.

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

- The Audit completion and submission process was changed 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.
- RRSA's were not consulted in advance of the changes although we did receive guidance notes.

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

- 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 provided and I uploaded to H&D ARA Folder
- 1 - Missing Google Folder. Mags resolved.
- 1 - No notification E Mail received but in Google Folder.
- 2 - No notification E Mail received and not in Google Folder. Mags eventually supplied and I uploaded to Google Folder.
- 1 - No notification E Mail received. Mags eventually supplied.
- 1 - No notification E Mail received. Mags eventually supplied. No BR Google Folder - but a non-rowing club.
- 9 - Not in Google Folder - I uploaded from copy on notification. User error.

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

ISSUES WITH SUBMISSION.

Summary of Issues With Audit.

- 1 - Not in Google Folder. Issues with access. Maks resolved.
- 1 - Not in Google Folder. Issues with uploading to google folder. I uploaded from copy on notification.
- 1 Unable to access Folder. Maks provided links.
- 5 - Ok. Notification received and in the folder.

Total 24 – 5 ok, 19 with issues, 9 probably user error, 6 – no notification.

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.
- This list has been circulated – with final reminder of meeting.

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

- Club Safety Audits 2018. 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 five or more "To be addressed" response's listed for review – there were 9.

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

- This year reviewing any that had five or more "to be addressed" - still 9 – same as last year. Aim is to reduce year on year.
- The 9 are –
- Does your club review its risk assessments regularly (typically annually)?(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) [4 last year – 6 this year!]
- 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) [8 last year – 11 this year]
- Does your club ensure that new members are shown the Safety Notice Board and information explained to them? [Not listed last year – 7 this year].
- Does your club ensure swimming ability and capsizing training is recorded for each member of the club? [Not listed last year – 6 this year].

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. [Not listed last year – 11 this year].
- Does your club have written procedures in place for the use of safety aids and ensure that all members understand and follow them? [5 last year – 6 this year]
- Have a service record in the maintenance log: Does your club ensure that, before use, all lifejackets and buoyancy aids. [4 last year – 8 this year].
- Does your club ensure that, if towing or using vehicles overseas, any local rules are adhered to (lights, spares, yellow vests, fire extinguishers, triangle, overhang, etc.)? [Not listed last year – 5 this year].
- 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? [5 last year – 7 this year]

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.

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.

7) On Line Incident Reporting – 2018. analysis of 9th year – National. (BR stats).

Stephen and Andrea Worley have produced an extensive and very detailed report on incidents reported in 2018 – which has been circulated to CWSA with the HRSA's January Monthly Report. The 34 page report (to detailed!) is difficult to summarise but -

Some highlights –

- There were 2086 incidents reported in 2018 (2132 in 2017).
- Of those, 829 (39%) involved simple capsizes (744/33% in 2017) and 1257 (61%) described as “significant” incidents (1388/67% in 2017).
- In 2018 compared with 2017 there were 2.2% fewer incidents recorded – 3.3% fewer BR Members.

7) On Line Incident Reporting – 2018. analysis of 9th year – National. (BR stats).

- The top ten causes of significant incidents in 2018 was –
- POOR LOOKOUT. (463).
- NON ADHERANCE TO NAVIGATION CODE. (198).
- POOR LOOKOUT & NON ADHERANCE TO NAVIGATION CODE. (111)
- FALLS & OTHER INJURIES. (109).
- FAILURE TO CHECK EQUIPMENT. (98).
- HEALTH. (47).
- ANTISOCIAL BEHAVIOUR. (45).
- NON ADHERANCE TO NAVIGATION CODE & POOR SUPERVISION. (45).
- POOR STEERING. (37).
- GOING OUT IN BAD WEATHER. (22).

7) On Line Incident Reporting – 2018. analysis of 9th year – National. (BR stats).

- 92% of Significant incidents could be avoided by safer behaviour.
- There were 2 fatalities in 2018 – both were tragic health related incidents.
- In 2018, on average, £4,700 worth of damage were caused to boats and equipment each week.
- Collisions remain the single biggest incident nationally.
- 65% of Collisions resulting in serious injury were with other rowing boats.
- There were 9 incidents resulting in broken bones – 5 in the boating area – and 3 incidents resulting in concussion.
- There were 829 simple capsizes recorded – excluding capsized drills. A simple capsized is due to a simple technique or competence issue.

7) On Line Incident Reporting – 2018. analysis of 9th year – National. Incidents of Interest – outside the region.

- With 2086 incidents reported – its difficult to select ones to review – but I have selected a few that I thought were of interest.
- 10108. Worcester University. The River Severn. Eight broke into 3 pieces after collision with barge + Coaching/safety boat issues.
- 10238. Marlow, Thames. Coaching launch broke, drifting towards weir, pulled clear by other coaching launch and passing boat but capsized while under tow.
- 10259. Warrington RC. Throw line parted. Subject of Safety Alert.
- 10921. Southern Area Boat Station, Whale Island, Portsmouth. Presumably RN Club – minor incident – but first to be submitted in many years.
- 11042. Dart Totnes, Caversham. GB Para Development Rower. Capsized. Trapped by prosthetic foot.
- 12246. Bryanston at Burway Small Boats HERR. Practise/warm-up piece in marshalling area Collided with Staines double – breaking it in half.
- 12156. Manchester Univ. Bridgewater Canal. Two eights collide head on.
- 10348. Exeter. Attached by aggressive swan!

7) On Line Incident Reporting – 2018. Analysis of 9th 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 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 %.
- In 2017 and 2018 BR recognised and congratulated the top five clubs that made the largest contribution to the incident reporting system for their “positive approach to safety”
- I am not entirely comfortable with this approach – as they are arguably the most “unsafe” clubs!
- In 2018 the Lea RC reported the most incidents – with 75, Marlow were 2nd with 51 – both are very big Clubs.
- Wessex/H&DARA Club - CHRISTCHURCH were 3rd with 50.

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.
- 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.

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 46 reports from other regions and did so where I thought I had something to contribute.
- In 2018 I opened 13 Incident Reports for comment – 4 of these related to the Boat inspections which did receive some comments/responses.
- Reason for opening others – (next page) -

7) On Line Incident Reporting. Opened for comment.

- Five of the others were opened because more than one club was involved – and/or I only received and Incident report from one of them – or only from an Event Official – (11870, 11863, 11410, 11052) this prompted additional comment and an incident report for one of them (10313) – but no further information on four where I would have hoped to have received a comment/incident report from Bournemouth, Itchen, Newport and Poole.
- One related to an incident at Southsea Regatta (11259) – which resulted in a few comments and a referral to the Hants & Dorset ARA Race Officials Meeting;
- One a capsized at Woolston Regatta (11090)– where there were concerns regarding the safety boat – where additional comments on the circumstances were added;
- One to a collision with a pleasure boat (11048) – with advise on reporting them to the local harbor authority;
- One was a reported capsized(10770) – where a recommendation was made that it only needed to be a “simple capsized” incident report.

8). Incident Reporting, 2018. Wessex Region.

Excluding CARA/Wessex South East Coast

Some basic facts –

Incidents recorded in the region – 174 of which 38 came from CARA Clubs (11 in 2017), leaving 134 from H&D/Wessex Clubs (126 in 2017) of which 6 were linked/duplicated – leaving 130.

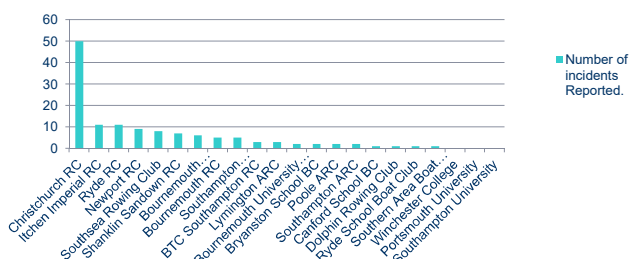
4 of these were for H&D ARA Boat Inspections & 2 event summaries - leaving 124 of which 32 were simple capsizes (43 in 2017).

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

8). Reported Incidents, 2018. Wessex/H&D Region. By Club!

For the first time all H&D Clubs reported at least one incident but if expanded to include all Wessex West Region Clubs then Winchester College, Portsmouth University and Southampton University have not reported any.

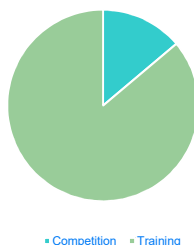
Number of BR incidents Reported by Club in Wessex West in 2018.



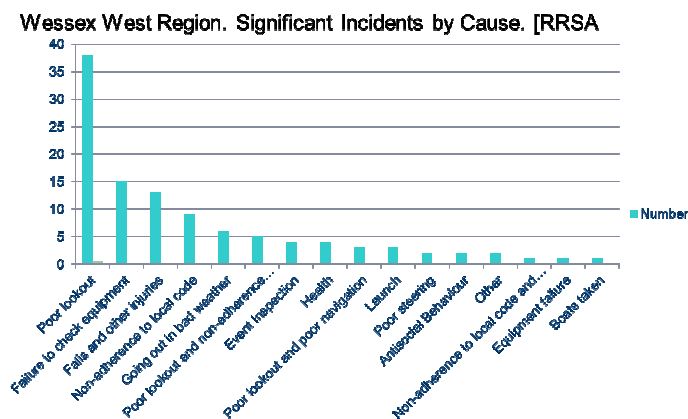
Clubs should analyse their incidents for patterns/learning points. (See Ryde report).

8). Reported Incidents, 2018. Wessex/H&D Region. Training v Competition.

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



8). Incident Reporting, 2018. Wessex/H&D Region. Total incidents reported by Type.



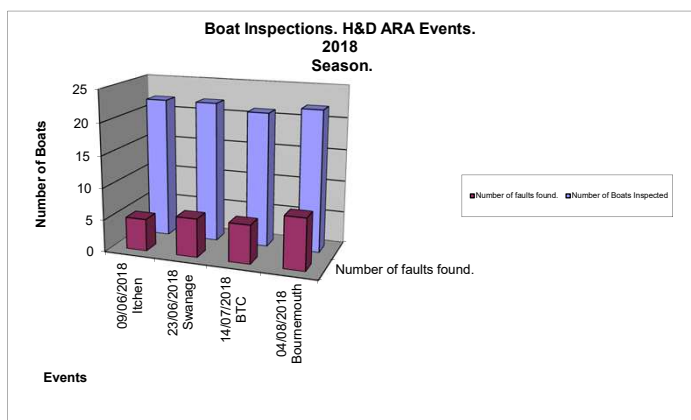
8) Incidents of note – to review at the meeting –

- With 128 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.
- 10234. Bournemouth. Training. Capsize on the Stour.
- 10533. Itchen. Training. Severe stomach cramps resulting in ambulance being called.
- 10783. Southsea, Training. Capsize in scull. “Buddy system” used.
- 10955. Southsea. Training. Swamping/boat washed ashore. Injuries sustained. Signage for First Age.
- 11048. Christchurch. Training. Collision with pleasure boat. Intentional act.
- 11863. Christchurch/Bournemouth. Was h from safety launch. Code of conduct.

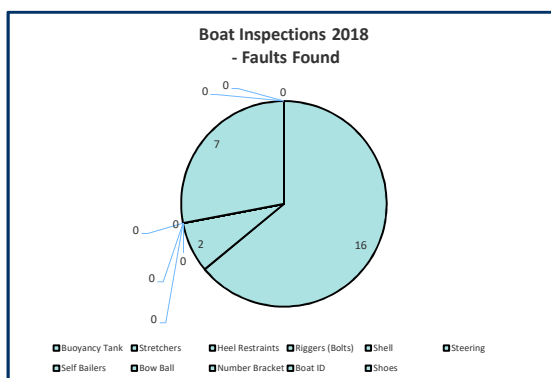
8) Safety incidents at the 2018 Hants & Dorset Events.

- 17 events – including 3 Head Races - 2 cancelled, 1 Junior Regatta –with 1 abandoned (Newport). No Regatta were cancelled (Milford). [18 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.
- H&D race officials reports noted 31 safety related incidents – significantly more than the 19 recorded last year. Better reporting?
- So 15 incidents went unrecorded by Clubs – nearly half!
- Just two of the events held indicated – “no significant safety incidents”.
- Assuming H&D Officials recorded all safety incidents implies about the same level of under reporting as the previous year.

9) Boat Inspections at H&D ARA Events – 2018.



9) Boat Inspections at H&D ARA Events – 2018. Analysis of faults found.



Heel Restraints
– 16.
Boat ID – 7
Long Rigger
Boats – 2.

9) Boat Inspections - Life Jackets.

- In 2018, as agreed at the last Safety Meeting an inspection of Life Jackets was undertaken – this time at BTC Regatta.
- 25 Life Jackets were inspected (31 in 2017 - a record – 18 in 2016, 26 in 2015).
- 9 Faults were found around – 36% - against 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 -
- Four with no Firing Mechanism Clip fitted.
- Two had the “pull toggle” to inflate the life jacket hidden.
- Two with rust on CO2 Cylinder.
- One unable to unzip.
- Most Clubs now have an annual service in place.

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 BTC Regatta.
- 54 boats were checked (44 last year, 49 in 2016) at with 5 faults found against 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: One Club – Southampton - 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.

9) Heel Restraints. National situation.

- NSC recommend changing to FISA Rule ref. Heel Restraints – which is very similar to the H&DARA recommendation issued in 2017 (below the fixed point or below the horizontal).
- As a result BR agreed to introduce FISA rule from 1 April 2019 so the official statement is now - ***The heel restraint rule will be changed in 2019 to bring it into line with the equivalent FISA rule.***
- I think that's a "win" for the NSC (& the Wessex/H&D!)

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!

10) Regatta/Event Audits - reports on last seasons audits and plans for 2019.

- 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.

10) Regatta/Event Audits - reports on last seasons audits and plans for 2019.

- All events submitted a self-audit in 2018.
- No events were re-audited in 2018.
- Policy in 2018 – it was agreed that Clubs who failed to send a representative to the 2018 Safety Meeting would have their event audited – but for the first time ever all H&D Clubs were represented – even though it was on the IW!
- 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 2018? – not represented at this meeting - ?

10) Regatta/Event Audits - reports on last seasons audits and plans for 2019 - BR Public Liability Insurance.

- At the last safety meeting we reported that BR have decided that they will no longer honour the long standing agreement between BR & H&DARA to allow H&D Events to take out BR Public Liability Insurance.
- The Association challenged this and after some negotiations BR backtracked and we were able to advise our affiliated Clubs and events that BR would continue to provide insurance to all Hants and Dorset competitions - should any H&D event require it.
- However by the time BR reversed their decision – 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.

10) Regatta/Event Audits - reports on last seasons audits and plans for 2019 - 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 2019 yet (due 1st April, 2019)[£120 in 2018].
- 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 2018
- The contact at BR is still Sarah Leys - however BR have asked us to use [-clubs@britishrowing.org](mailto:clubs@britishrowing.org) - so that other members of the team can support if Sarah is on annual leave or has a higher than normal workload.

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.



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.



11) Equipment. Check after 2018 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 - megaphone does not appear to be working. £56.98 to replace.
- £18 spent on replacement batteries.
- The following H&D lifejackets (9 in total) have been serviced again in December year – (295)85221, 85238, 129483819, 29585222, L140601413A, 29585239, 29585236, 070520395 (manual), 29585231, Service by Ocean Safety, Southampton.
- So we seem to be at least one missing – may be 2? Serial numbers – 29585220 and/or 29585237 – both Blue Crewsaver – auto inflate.

12) H&D ARA "portable" Defibrillator.

- The Hants & Dorset ARA has now purchased a portable defibrillator. This will be passed from event to event along with the Race Officials safety Kits and Life Jackets ensuring that there is 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 was funded by contributions from H&DARA Affiliated Clubs.
- The unit purchased is 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
- This new piece of safety equipment was available for the first time at Newport Regatta weekend – on the 27th/28th July – and should be at every subsequent H&D ARA event.



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.

13). Rowing Safety Committee. To discuss potential management structure around Hon. Secretaries Role post March, 2019.

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

It was agreed 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. The umpires committee have already agreed to deal with officials' reports from regattas and any officials' business.

14). Venue for 2019 and future meetings. Current rotation – 2019 – Coalporters.

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 2020 we should visit LYMINGTON – but we need to slot “Dolphin” into the rota somewhere?

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

- Safety information on H&DARA Web site.
(additions/amendments in 2018.)
- **Club Hub.**