

LINCOLN ROWING CENTRE
LINCOLN HEAD
12 MARCH 2023

Safety Plan

Event Date: Sunday 12th March 2023

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Approved by:

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Contents

- 1 The Event
- 2 The Contests
- 3 Event Organisation
- 4 Communication
- 5 Documentation and Officials
- 6 Accident and Emergency Procedures
- 7 Annexes
 - I Lincoln Head Emergency Response Plan / Plan B
 - II Lincoln Head Abandonment Plan
 - III Lincoln Head Maps and Circulation

These documents are available as separate covers:

Lincoln Head 2023 Competition Risk Assessment

Lincoln Head 2023 Instructions for Officials

1 The Event

Event Organiser	Lincoln Rowing Centre
Contact Details	mailto:headenquiries@lincoln-rowing.org.uk
Event Venue	The Lincoln Rowing Centre, Spa Rd, Lincoln LN2 5TB
Distance	1.7 km & 3.5 km.
Start	1.7 km Divisions near the 4K post. 3.5 km Division near the 6K post.
Finish	Approx. 400m downstream of new road bridge. (3K post)
Navigation Authority	Canal & River Trust

2 The Contests

Between 150 & 180 rowing boats ranging from singles to eights with a maximum of 90 boats per division.

Age range 10 to 80+.

Estimated 450 - 550 competitors.

Competence: The race is open to Juniors, Seniors & Masters of all abilities. The course is mostly straight with one full span road bridge.

Expected racing craft: Fine racing boats.

Race format: Time trial. Morning and afternoon divisions with 1.7 km & 3.5 km options in each division.

Competition Rules: Standard British Rowing Rules of Racing supplemented by local event rules.

3 Event Organisation

3.1 Event Organising Committee

Role	Name	Number	Email
Secretary	Bruce Margetts	07971 117708	brucerows@me.com
Chair	Rob Newbutt	07588 655550	robert.newbutt@gmail.com
Safety Adviser	James Sockell	07725 111044	James.sockell@hotmail.co.uk
Event Welfare	Ellen Chapman	07946 302959	ellen@tricklenet.co.uk
Race Committee Chair	Paddy Ibbotson	07759 812636	paddyibbotson@btinternet.com

4 Communication

4.1 Prior to the event

Organisation	Classification	Contacted	Reply
Navigation			
Canal & River Trust	Navigation Authority	RN	
Emergency Services			
Lincs Police event planning	Emergency Services	RN	
Highways/Land Owners/Community			
London & Scottish Investments	Car/Trailer Parking	RN	
Other River Users			
Lincoln & District Angling Ass.	Water User	NA	
Lincs Waterways Partnership	Water User	NA	
Third Party Services			
Lincs Loos	Toilets	JS	
Bates Radios	Radios	BM	

4.2 Communication with participants

The following will be available on the Lincoln Rowing Centre Website:

- Safety Plan
- Local Rules
- Welfare Policy
- Travel & Parking Instructions
- Information for Spectators
- Risk Assessment
- Competitors' Instructions
- Course maps and Circulation patterns
- Draw

4.3 Communication in the event of cancellation or curtailment

4.3.1 Before the Event

The river and weather conditions will be assessed in the days running up to the date of the event. This will include issues such as water levels, debris and fallen trees etc. The Organising Committee and Event Safety Adviser will decide upon the appropriate action to be taken if river or weather conditions are deemed to be such that the event has to be cancelled or curtailed. Such decisions will be communicated to participants on the website <http://www.lincoln-rowing.org.uk/lincoln-head/> and via the contact details submitted via BROE2.

4.3.2 During the Event

The river and weather conditions will be monitored on the day by the Event Safety Adviser and the Race Committee. Decisions regarding cancellation or curtailment will be communicated to

participants at the boating area / boathouse for those not on the water and via the race monitors and Officials for those already afloat.

4.4 Communication with Race Officials and Monitors

4.4.1 Race Monitors

A safety briefing will be undertaken at Lincoln Rowing Centre on the day of the event. This briefing will include:

- Roles of individuals
- Timings for the day
- Communication arrangements / mobile phones
- Emergency plan
- Hazards of the course
- Monitors and Marshals to receive printed instructions and phone numbers
- Distribution of thermal blankets, throw lines, water bottles, megaphones and radios

4.4.2 Safety boats & helpers at the start / finish.

These will receive the same safety briefing as the race monitors plus additional role related detail.

4.4.3 Backup plan

Any persons unable to attend the briefing should report to the Event Safety Adviser upon arrival who will pass on the relevant information for their role(s) that day.

4.4.4 Umpires

Umpires will be briefed on the day, 30 minutes before boating commences – the time depending on the number of entries and consequent planned time to start embarkation.

4.4.5 During the Event.

Communication will be via radio with the mobile phone app Zello as back-up and further back-up of mobile phones. Numbers will be distributed at the briefing.

4.4.6 Post Event

Any feedback post event should be sent in the first instance to headenquiries@lincoln-rowing.org.uk

A wash-up meeting will be held post event once all of the post event jobs have been completed.

5 Documentation and Officials

5.1 Documentation

Documentation will be issued to all officials.

5.2 Safety Monitors

5.2.1 In the embarkation area –

Marshals will assist with embarkation. Umpires may inspect boats.

5.2.2 Along the course

See 'Lincoln Head Maps and Circulation' at Annex III for locations.

5.2.3 At the finish

Marshals will oversee circulation in the finish area (see Annex III) and oversee disembarkation to ensure maximum efficiency and safety of crews.

5.2.4 Car Parking

Car park Marshals will provide direction to ensure maximum accessibility and safety. Marshals will be identified by their hi-vis vests. Boat trailers will be directed to an area specifically for the use of trailers and towing vehicles only. Competitor and spectator vehicles will be directed to a separate area by Marshals.

5.3 Safety Boats

Safety boats will be positioned in both start areas (1.7 km and 3.5 km courses) and the finish area, with one more "patrolling" the boat marshalling areas for the start of each race. Details of positioning and operation are contained in the separate document "Lincoln Head 2023 Instructions for Officials".

6 Accident & Emergency Procedures

6.1 First Aid

Water borne incidents will be handled initially by the Sea Cadets from their safety launches before handing over to first aid personnel on land when appropriate.

Land based incidents will be handled by trained first aid personnel.

They are both advised of the numbers expected and the nature of the event and have covered rowing competitions previously.

In the event of first aid being required, inform the nearest Marshal or Umpire who will radio / use mobile to alert the Safety Adviser who will in turn alert the nearest safety boat or First Aider on land.

Whilst crews are on the water an ambulance will be positioned by the Washingborough landing stage and, in addition, First Aiders will be positioned in or around the boathouse.

In an emergency, dial 999 and give your location.

An automated external defibrillator is available at the boathouse for this event.

6.2 Emergency Services

Lincoln County Hospital and the Emergency Services are located in Lincoln, 1.5 miles from Lincoln Rowing Centre

- Lincoln County Hospital, Greetwell Road, Lincoln LN2 5QY
- Lincoln Police, Deepdale Lane, Nettleham, LN2 2LT 0300 111 030

Or dial 999 or 112

6.3 Emergency Access Points

Position	Postcode	OS Reference
1.7 km Start, Ferry Lane, Washingborough	LN4 1AA	TF 01545 70943 (53.225352, -0.480385) ///plan.elbow.deep
Waterside South, Witham Park	LN5 7JN	SK 98508 70991 (53.226689, -0.525130) ///agree.drift.junior
Lincoln Rowing Centre, Spa Road	LN2 5TB	SK 98592 71030 (53.227123, -0.524186) ///line.scuba.expect

7 Annexes

- I Lincoln Head Emergency Response Plan / Plan B
- II Lincoln Head Abandonment Plan
- III Lincoln Head Maps and Circulation

Annex I

Lincoln Head Emergency Response Plan / Plan B

Thunder and Lightning

In the event of a Lightning Storm, the British Rowing 30/30 rule shall be used. (Weather conditions will be continuously monitored and in the event of a thunder storm with flash to bang time being 30 seconds or less, the course will be cleared and there will be no boating until 30 minutes after the last lightning flash/thunder roll). All crews on the water shall be instructed to return to the boating areas as quickly as is safe to do so and race officials ferried to a point of safety, or to return to their cars as quickly as possible. All launches will stay on station until the last crews in the procession returning to the boathouse pass them and the crews will be followed by the launches back to the boathouse. Once off the water all should move either indoors or into vehicles until the danger of lightning has passed.

The Safety Adviser & Race Committee Chair will decide if and when racing should resume.

Accidents on Land

- All Monitors, Umpires and Officials will report all incidents to the Event Safety Adviser who will oversee the appropriate response.
- First aid will be available at the Boathouse or Safety Launches.
- Accident and Emergency: Lincoln County Hospital and the Emergency Services are located 1.5 miles from Lincoln Rowing Centre by road. Lincoln County Hospital, Greetwell Road, Lincoln LN2 5QY
- Clearing the site – If the boathouse or other areas used need to be cleared the emergency assembly point will be the area marked on the site plan as “Assembly Point”.

Accidents on the Water

- Assess the risk to the crew in difficulty and determine the necessary action.
- Inform the Safety Adviser of any incidents as quickly as possible. The Safety Adviser can then take an overall view and direct any other required responses.
- Athletes retrieved from the water or who are injured should be taken to the nearest First Aid station (manned by trained first aid personnel) as soon as possible. This will either be at the Washingborough landing stage or at the boathouse.
- If you do require a safety launch, summon the appropriate launch by name. Do not put out a general call for a launch.
- Safety launches responding to an incident must proceed as fast as possible, but in the process making sure they are not endangering any other water users.
- Only summon launches from outside of your area if no other course of action is available. (i.e. launches from your area are already responding to incidents).
- If necessary, radio Race Control at the boathouse to advise of the incident – e.g. casualties arriving.
- Assess the risk to other crews and advise them accordingly.
- Provide such assistance as is possible whilst observing other crews.
- Make a written log of the incident details on return to Race Control, making sure that the Safety Adviser is overseeing this entry. Ensure that any incident is recorded on the British Rowing On-line Incident Reporting system.

- The Safety Adviser may, in addition:

If necessary, re-organise officials to cover any exposed areas.

Inform upstream Marshals of an incident so they can advise any approaching crews. This may include advising them to steer to either:

- Port (Strokeside, the cox's left)
- Starboard (Bowside, the cox's right)

Decide to abandon racing – see “Lincoln Head Abandonment Plan”.

Plan B

If for whatever reason the above fails or is overwhelmed, the Event Safety Adviser, Organising Committee Chair & Race Committee Chair will work together and cover for each other.

If radios fail or if the signal is insufficient to provide good communications, communications will revert to using the mobile phone app Zello and, if that fails, to mobile phone. A list of contact numbers will be issued to all officials during the safety briefing.

If a safety launch fails, all monitors will be advised and additional monitors will be provided to fill the gap(s) created.

Annex II

Lincoln Head Abandonment Plan

Decisions made before the day of the race will be communicated to participants on the website <http://www.lincoln-rowing.org.uk/lincoln-head/> and via the contact details submitted via BROE2.

Decisions made on the day will be communicated to participants at the boathouse for those not yet on the water or via the race monitors and officials for those already afloat.

Actions to be taken if the race is to be abandoned when it's underway:

1. Communications to competitors & supporters will be via the race monitors and officials at the start and finish & along the course.
2. Consider if the quickest and safest way to ensure crews are removed from the water is to carry on to the finish.
3. If the situation is temporary, depending on the stage of proceedings crews may be instructed to wait afloat or disembark at the nearest opportunity and resume when the all clear is communicated.
4. If the race needs to be abandoned and continuing to the finish is feasible the priorities are:
 - Advise all crews to proceed with caution back to the boathouse.
 - Safety boats, umpires, marshals, and other officials to remain in place until the final crew has passed.
 - Additional personnel will be provided to assist crews as they disembark to ensure all boats are off the water as quickly as possible.
5. If the race needs to be abandoned and continuing to the finish is not feasible the priorities are:
 - Stop all crews as they approach a race monitor.
 - Remove participants from the water.
 - Remove the boats from the water.
 - Transport to the finish – the organising committee will coordinate transportation of boats and competitors to the finish. The possible scenarios for this are too numerous to cover but experience shows that the competitors and their support crews will work together when required.

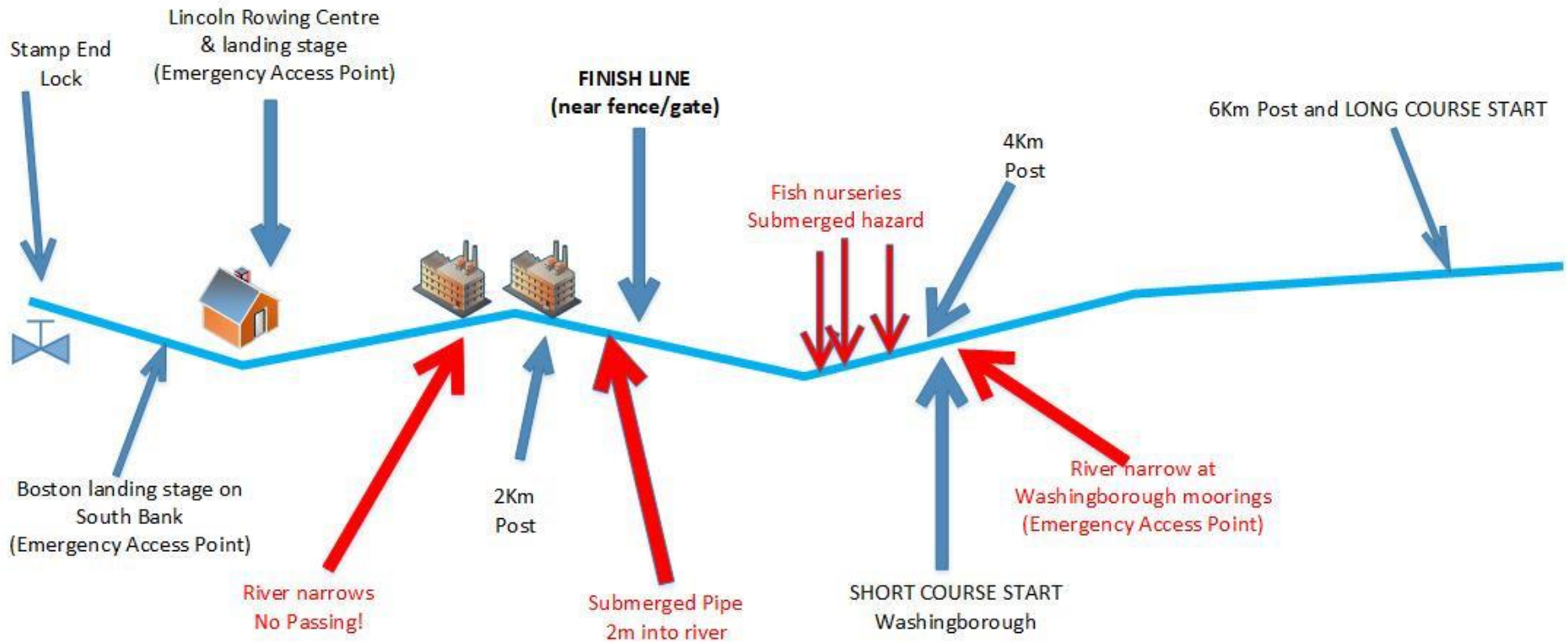
Annex III

Lincoln Head Maps and Circulation

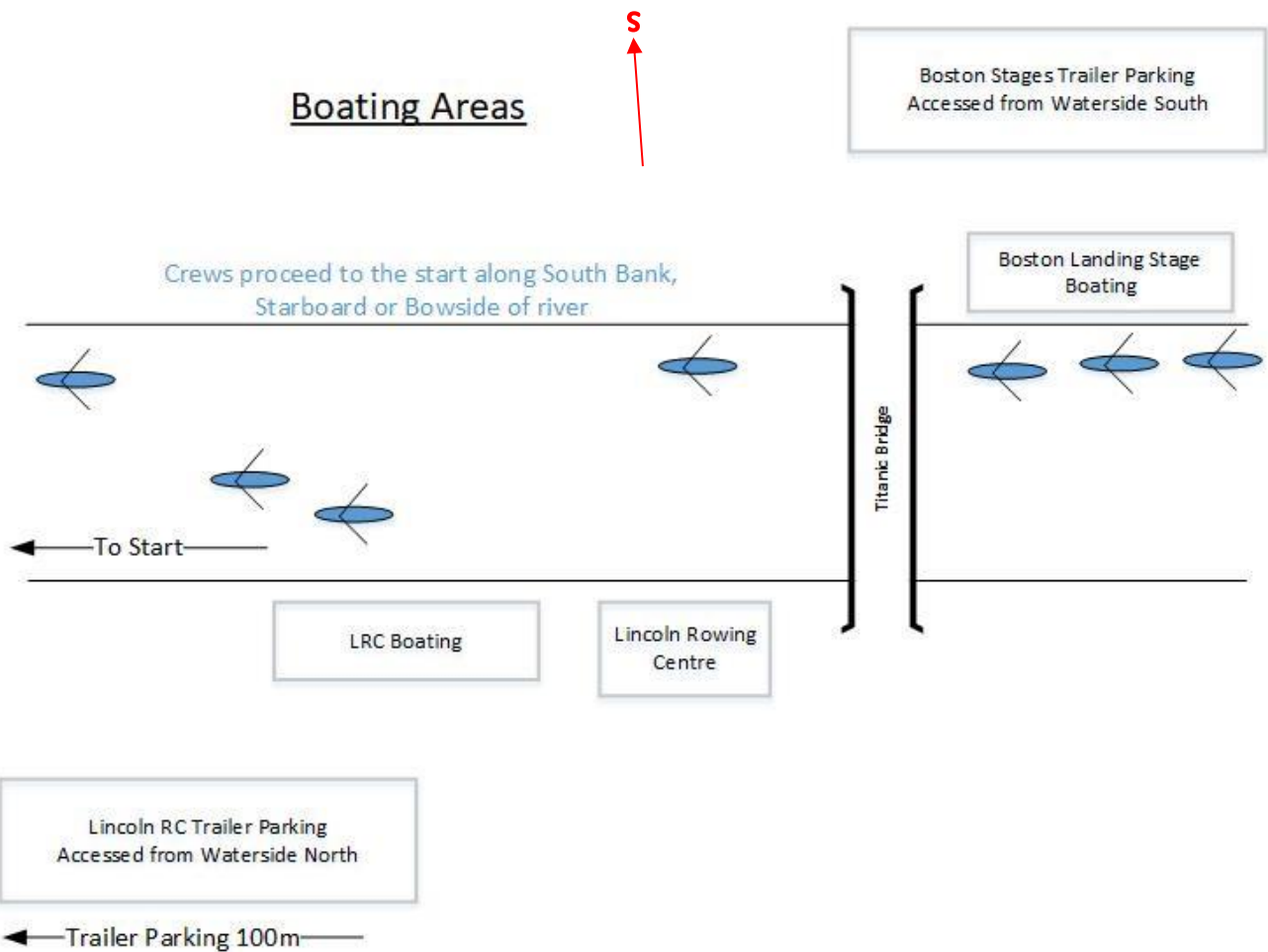
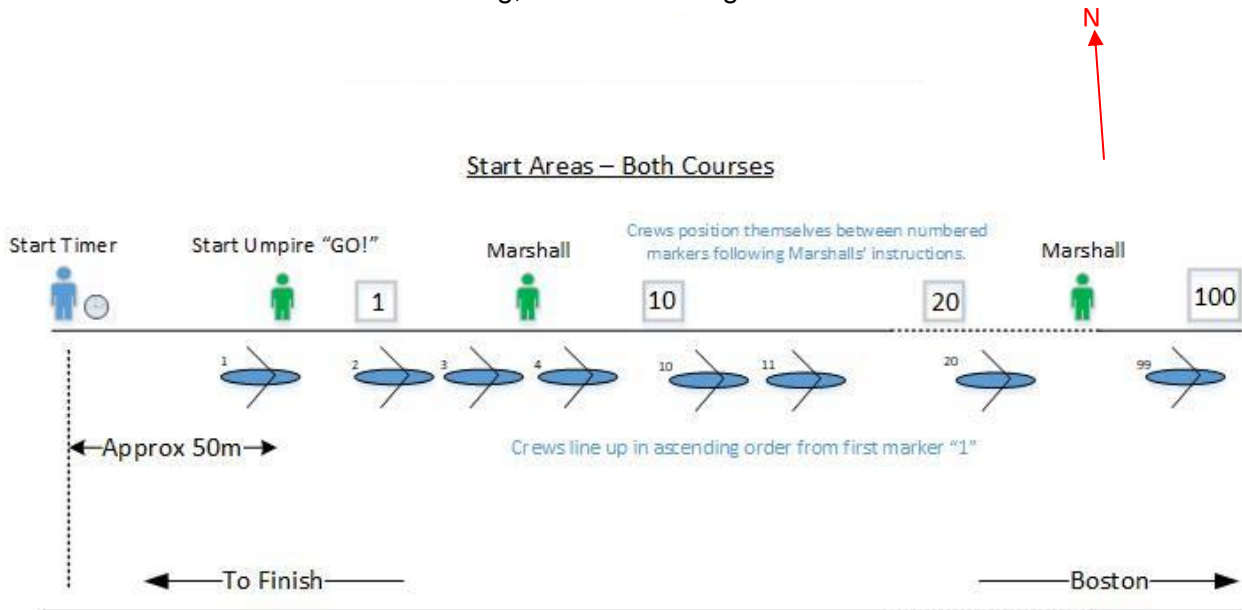
1. Satellite Photo of course showing Emergency Access Points and Safety Launch Positions



2. Lincoln Head Course Schematic showing hazards – not to scale



4. Lincoln Head Circulation – Boating, Start and during the race



During the race

Slower crews must give way to faster crews by moving towards starboard/bowside (cox's right-hand side) which is the clubhouse bank of the river.

North Bank



Slower crew



Faster crew overtaking

← Towards Finish →

All crews must obey the instructions from Umpires and Marshalls.

South Bank