



Honda RYA Youth RIB Championship 2014

**RISK ASSESSMENT**  
**-HEATS-**

Issued by Royal Yachting Association  
January 2014



## Risk Assessment Event Summary

Event		Honda RYA Youth RIB Championship
Organising Authority		Royal Yachting Association
Event Director		Andrew Norton (07831 397614)
Event Manager/Club representative		
Operating area		As previously agreed by relevant Port Authority/Club
VHF channels		As required by relevant Port Authority
Call sign		RYA Youth RIBs
PMS RA prepared by		Andrew Norton and David Rogers
Event web site		<a href="http://www.rya.org.uk/programmes/hondaryayouthrib">www.rya.org.uk/programmes/hondaryayouthrib</a>
Email		<a href="mailto:youthrib@rya.org.uk">youthrib@rya.org.uk</a>
Expected number of entries		20 + parents and spectators

## Risk Assessment

Hazard affecting PMS	No	Description of hazard	Est Risk Assessment before measures	Equivalent numeric before measures (N)	Likely impact (M)	Risk factor (N x M)	Primary control measures & assets (see appendix)	Final risk assessment
1. Collisions	1.1	Competitor with competitor	High	2	2	4	1.3, 1.4, 2.2, 2.3, 3.7, 3.8, 4.4, 4.5	Low
	1.2	Other vessels and obstructions	Med	2	2	4	1.4, 1.5, 1.6, 2.3, 2.5, 2.6, 2.8, 3.5, 3.8, 3.9, 4.3, 4.6, 6.2, 7.1, 7.2	Low
2. Personal injury	2.1	Man overboard	Med	3	1	3	1.3, 1.8, 2.7, 3.4, 4.5, 6.3	Med
	2.2	Other injuries	Low	2	2	4	2.5, 2.7	Low
3. Boat damage	3.1	Mechanical failure	Low	1	1	1	1.8, 2.5, 2.6, 3.1, 3.7, 3.9, 4.3, 4.4	Low
	3.2	Grounding	Med	1	1	1	1.8, 2.5, 2.6, 3.1, 3.7, 3.9, 4.3, 4.4, 7.1	Low
4. Other hazards	4.1	Poor weather	Med	1	1	1	1.7	Low
	4.2	Weather deterioration	Med	1	1	1	1.7, 3.5, 4.1, 4.3	Low
5. Ashore	5.1	Behaviour	Low	2	1	2	8.3	Low
	5.2	Pontoons, jetties	Low	1	1	1	8.1	Low
	5.3	Transfers	Low	1	1	1	8.2	Low

'N' & 'M': 1 = First Aid only; 2 = Paramedic or Ambulance; 3 = Serious Injury or Death



## General safety information

1. The Honda RYA Youth RIB Championship (HRYRC) is held throughout the UK from May to September 2014.
2. Heats are held in a variety of venues, both tidal and inland.
3. There are few spectators, mainly families of competitors, usually ashore but sometimes afloat in RIBs or other craft.
4. The competing boats are RIBs or Dorys.
5. Competitors are between 8 and 16 years of age.
6. All competitors are accompanied by competent adults (ie: RYA Powerboat Instructor/competent adult with minimum Powerboat Level 2) who are briefed to coach and aid the competitors where required.
7. All competitors and adults in competing RIBs are required to wear safety lanyards.
8. All persons afloat are required to wear life jackets or buoyancy aids properly fastened.
9. There will only be one RIB competing on the course at a time.
10. There may be an anchored or moored craft acting as start line and timing craft. Alternatively the timing may be carried out ashore.
11. This paper assesses the likely risks that will be encountered in the competition area and defines the measures needed to reduce the risks to an acceptable level.

### Competition Areas

The competition will take place in an area of about 100 metres by 80 metres plus an additional area for practice away from the course. The course area will be agreed with the Harbour/Port Authorities. The course consists of a start line followed by a slalom of 9 red and green buoys placed at around 2 – 4 boat lengths apart, arranged with a turn in the course at half distance. There is also another buoy that acts as a stopping exercise and another as a reversing exercise.

### Competition Safety Procedures:

Please note the general safety control measures herein – use this RA as a ‘checklist’. The Event Manager/Club representative is responsible for ensuring all guidance in this RA is followed onsite, so far as is reasonably practicable.

### Competition Timing

The course is normally laid at about 0900 on the day of the competition followed by instructor and competitor briefing at 1000. The competition is usually completed and the water cleared by 1600. All instructors/competent adults must be clearly briefed on their duties.

### Other Documents:

#### Please also read:

This RA must be read in conjunction with the following Safety Documents for this event:

- a) The RYA Safety Policy & Child Protection Guidelines
- b) The ‘Emergency Action Plan’ at the back of this RA
- c) The Addendum (venue specific safety notes) at the back of this RA
- d) The ‘Sample Course’ full-colour layout



## Risk Assessment: Safety Control Measures

Measures	Comments	Applicability	Tick when done ✓
<b>1. Planning</b>			
1.1	Use of tidal Information If applicable	Time events to suit tidal range and streams, especially when setting the course	As required by Club Official to set the course
1.2	Competitor numbers	Match safety resources to entry/competitor numbers	One competitor RIB at a time on course
1.3	Planning of starting sequence	Separate competitors individual start times and avoid risk of collision	One competitor RIB at a time on course
1.4	Advance briefing on race management	Briefing for club officials at start of competition re: Club procedures	Required for the event
1.5	Advance safety brief with authorities	Liaise with Harbour Authorities re: Byelaws, requirements and coordinate programme	Required for the event
1.6	Shipping movement monitoring If applicable	Obtain details of commercial movements from Port Control	Required for the event
1.7	Weather monitoring	Local forecast and other sources used by event management team to decide whether to proceed	Required for the event
1.8	Manning	Ensure competent personnel for competition management, RIB safety boat drivers qualified RYA Powerboat Instructor or competent adult with minimum Powerboat Level 2.	Brief on course layout required
1.9	Race management team welfare	Ensure competition management volunteers are equipped for the event	Required for the event
1.10	Safety boat maintenance and inspection programme	Ensures that safety boats and equipment used are adequate and serviceable	Required for the event



**2. Communications** **Tick when done ✓**

2.1	Notice of competition	Specifies conditions and safety requirements to competitors	Competition brief to cover
2.2	Competition instructions/amendments	Specifies relevant control measures to competitors, includes requirement to comply with harbour byelaws	Competitors brief to include course layout
2.3	Safety briefing to Instructors/Competent Adults	Conveys local information to visitors, rules and roles of officials to competitors.	Instructors and Competitors brief to include course layout, safety arrangements, emergency procedures and notification of other items specific to the venue on the day.
2.4	Competitor identification	1. Signing 'on' system: 2. Entry forms to be completed by all competitors	Required for the event
2.5	VHF/UHF radio announcements	Designated VHF. VHF channel for safety and competition management information	Safety boat communication. Platform shore communication
2.6	Communications with Harbour Control if applicable	Event management team can use appropriate VHF channel and mobile phone	Advisory for other events
2.7	Communications with emergency services including coastguard	Event management team can use appropriate VHF channels and mobile phone	Advisory for other events
2.8	International Collision Regulations	Right of way between competing and non-competing and commercial vessels	Required for the event



**3. Control measures before start** **Tick when done ✓**

3.1	Safety inspections	Random checks of competitors' boats at some events	Required for the event
3.2	Marshalling	Safety craft for traffic control during start and finish	Major open events
3.3	Competitors signing 'on'	Gives club officials indication of boat/competitors intending to compete	Completed entry forms
3.4	Competitors registration system	Ensure that each competitor on water is known	Required for the event
3.5	Postponement/abandonment	In the event of unsuitable weather conditions, commercial or other traffic movements	Advisory for other events
3.6	Length of course	Matched to competitors numbers per RYA competition, within restrictions of the course	Required for the event (see diagram)
3.7	Course selection	Course selected to ensure separation between RIBs, and to maximise effectiveness of safety boat cover	See diagram of RYA agreed course
3.8	Personal buoyancy	Specifies when personal buoyancy must be worn	Required for the event: for all competitors and adults in RIBs
3.9	Event Manager/Club representative	Monitor entries and competition. Provide dedicated radio link on shore during event and monitoring of event	Required for the event
3.10	Safety Briefing	Notify all safety control measures to Instructors/Competent Adults	Undertaken by Event Manager/Club representative



**4. Additional control measures after start and during competition** **Tick when done ✓**

4.1	Abandonment	In the event of adverse weather or other factors	Required for the event
4.2	Shortening course	No shortening of course	Required for the event
4.3	Event observers	Event manager/Club representative and adults in boats reporting progress, record numbers and log any incident occurring	Required for the event
4.4	Deployment of safety boats	Club members or other craft deployed by club official	Advisory for the event
4.5	Monitoring of wind/sea conditions	Communication and observation by event manager/Club representative and adults in competing boats	Required for the event
4.6	Exclusion zone on commercial vessels	Course set min 100m away from commercial traffic	Required for the event

**5. Additional control measures at finish** **Tick when done ✓**

5.1	Finishing line	Matched to numbers/size of competing boats	Required for the event
5.2	Retirement monitoring	Reporting by boats; monitoring of retirements by radio reported to event manager/Club representative by adult in competing boat using VHF radio or hand signals	Required for the event
5.3	Safety boat deployment	Patrolling of finishing area by safety boat. Release of safety boat by event manager/Club representative when all competitors accounted for	Advisory for the event





**6. Special control measures** **Tick when done ✓**

6.1	Wind conditions	Revise course	Advisory for other events
6.2	Tel.no. of Event Manager/Club representative and Event Director	Defines roles in managing an emergency on water	Required for the event
6.3	Safety lanyard	To be worn by Instructor/competent adult and the competitor in each competing boat (Instructor/competent adult should also carry an additional safety lanyard)	Required for all events

**7. Extra measures for events held in docks and or marinas** **Tick when done ✓**

7.1	Dock walls, moored ships	Awareness when laying course to avoid possibility of collision	Vigilance by competitor and Instructor/Competent Adult. Abort run if required
7.2	Other vessel movements	Liaise and co-ordinate with Marina Manager and/or security control, awareness of other water users, site specific emergency procedures and site specific safety arrangements	Required for all events when part of a larger event taking place.

**8. Control measures ashore and transfer to RIB** **Tick when done ✓**

8.1	Falling from pontoon, jetty, steps.	Awareness of hazard by event manager/event coordinator	Vigilance by competitor and Instructor/Competent Adult Briefing.
8.2	Transfer from land to RIB or boat to RIB	Awareness of hazard by instructors, competitors and adults afloat and ashore.	Vigilance by event organisers, Instructors and competitors
8.3	General behaviour of competitors	An acceptable level of behaviour is expected on site at all times.	Vigilance by event organisers, instructors/competent adults





9.6 Water depth:

9.7 Site-specific safety briefing done?

To be given by the Event Manager/Club representative

Tick here when done:

9.8 Transfer of competitors and instructors from shore to pontoons to boats:

Ensure lifejackets/buoyancy aids worn

9.9 VHF radio channels:

Coastguard Emergency Channel:

16 or dial 999

Event Manager/Club representative info only

9.10 Wind conditions (on the day):

Fill out here along with any special info:

9.11 Notice to Mariners

9.12 All area tidied up and left in good condition after the event?

Ensure rubbish removal

Event manager/Club representative to ensure visual check prior to leaving site.



# **EMERGENCY ACTION PLAN**

## **Event Manager/Club representative**

Record all details on Incident Sheet  
Contact the Event Director  
Telephone 999 for Coastguard, Ambulance or Fire Service if required

**Ask:**  
Name of Instructor and competitor  
Nature of problem / injuries  
Where the competitor is now  
How many people are involved?  
When did it happen  
Explain what you are going to do

**Contact:**  
Emergency services – Coastguard, Fire, Ambulance, Police  
Inform senior member of staff  
Maintain a listening watch on VHF, relay information to the Event Director

**Inform:**  
Event Director – Andrew Norton  
Parents/guardian or next of kin

**Duties:**  
Ensure safety of the party from unwanted attention  
Comfort and arrange for evacuation

### **If afloat:**

Issue a Mayday call on channel 16 only if required  
Contact the Event Manager/Club representative (mobile or VHF)

### **With the following information:**

Who you are and your RIB name/number  
What the problem is  
Where your location is  
How many are involved  
When did it happen

### **If ashore:**

Contact Event Manager/Club representative

**FIRST AID KIT IS LOCATED**

***DO NOT MAKE ANY STATEMENTS TO THE PRESS OR MEDIA, OR ALLOW ANYONE ELSE TO MAKE STATEMENTS***

**Event Manager/Club representative:**

**RYA Event Director: Andrew Norton - 07831 397614**