

The Minutes of the Hants & Dorset ARA (Wessex Region) Safety Meeting on Saturday, 15th February 2020 at Lymington Rowing Club.

Prior to the meeting some delegates joined the Safety Sub Committee in a re-audit of the safety facilities and procedures of the Lymington Rowing Club – which included a tour of their New Clubhouse and launch/recovery pontoon. These were found to be satisfactory although some minor areas where improvements could be made were pointed out.

Present: Safety Committee Chairman, Mark Viner, RRSA – Steve Bull and two members of the H&DARA Safety Sub Committee – Adam Ratcliffe, Gary Joyce and Mick Gisborne. Clubs/Events represented – Southsea (Mick Gisborne), Ryde (Steve Bull), Shanklin (James Thompson and Jane Bailey), Itchen (Gary Joyce), BTC (Adam Ratcliffe & John Purkess), Southampton & Woolston Regatta (Steve Lloyd-West & Andi Davies), Christchurch (Mike Green), Coalporters (Mike Coffin), Lymington (Richard Wardsworth & Jane Wild), Bournemouth (Paul Newman), Southsea (Mick Gisborne), Newport (Micky Westmore) and Poole (Alison Houlton) plus Swanage Regatta (Steve Bull).

Non-H&D affiliated Wessex Clubs/Schools and Universities were invited but none attended. Jo Johnston, RRRSA of Wessex East was invited but did not attend.

All H&DARA Clubs & Events were represented at the meeting except Ryde School Boat Club who had sent their apologies along with Daryl Jenner of Newport.

Mark Viner, the Chairman of the Safety Sub Committee opened the meeting at 10.35 and thanked and welcomed everyone in attendance.

The meeting then considered the minutes of the last meeting which had been previously circulated and were agreed to be a correct record - with matters arising from the minutes all covered by agenda items.

The Association Secretaries Report to the H&D Autumn Delegates Meeting and the Wessex Region AGM, which had been previously circulated was approved by the meeting [*see attached Appendix A*].

He then went on to give a summary of the activities and meetings of British Rowing National Safety Committee (NSC) which he attends in his capacity as the regions Regional Rowing Safety Adviser (RRSA). He reminded the meeting of the status of the Wessex Region within British Rowing from a Safety perspective [One vote on NSC – but reps. From Wessex West & South East Coast can attend meetings; Wessex West & South East Coast will remain responsible for review and acceptance of own Club Audits and analysis of incident reports; Jo Johnston (Dover) is Safety Adviser for South East Coast.]

A wide range of Safety related subjects and topics were discussed at these meetings – the main areas of discussion being - 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 and Age of Coxswains. The RRSA reminded the delegates how important it was that the Club Safety Adviser contact with BR was correct and that it is kept up to date. This is usually the CWSA. Without this the Clubs, may not receive Safety Alerts, Incident Reports and other Safety information. Clubs can check and update their contact information via contact with BR or through the BR Club Hub which has replaced the on-line BR Club Management system.

The Meeting was then briefed on the on the revised British Rowing Row Safe – and the Coastal Section. The 2019/20 version of RowSafe can be found at -

<https://www.britishrowing.org/about-us/policies-guidance/rowsafe/> and is reviewed and revised every year. Its long and comprehensive – 213 pages - with links to other information both in the British Rowing website and beyond.

The RRSA also advised the meeting that there has been a suggestion circulating that the new British Rowing Regulations, effective from September 2018, make compliance with RowSafe mandatory. He stated that this has never been the intention and is not the intention now and read a statement from the BR CEO Andy Parkinson to confirm this which states that - *“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”.***

The RRSA advised that the RowSafe - update for April 2020 is to include - a piece on Mirrors and Back Stays – recommended as back stays reduce risk/damage/injury. Dispute with competitions committee – they don’t want it in Rules of racing.

The section on Coastal Rowing Coastal and Inshore Rowing (10.1) which is predominantly based on the submission the H&DARA Safety committee made to the NSC around two years ago – and as suggested it relates to what we have termed “Inshore Coastal Rowing” as opposed to Offshore – FISA, Gig etc. BR have now added 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.

The RRSA then reported on the 2019/2020 BR Club Safety Audits which was launched on 1st October 2019 and closed 30th November 2019. 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 blocked for Clubs that had not complied and had their audit accepted. The audit remains a recognised part of the affiliation process, it’s 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.

All Wessex Clubs audits have now been accepted - Bournemouth University – were the last, as last year, on 5th 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.

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. There was a 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 upload of documents.

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.

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. As we have in the past the spreadsheet was analysed and any Questions that had for or more "To be addressed" responses were reviewed at the meeting – there were 9. The aim is to reduce this year on year. The 9 were –

- 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]
- 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]

Possible solutions were discussed – and a copy of Ryde's Emergency Action Plan and Safety Policy would be sent out with the minutes which clubs could use as an example where they needed to address this issue and a link would be provided on the H&D Website safety pages for the BR Risk assessment training.

Online Incident Reporting – analysis of eleventh year. The meeting briefly reviewed the reasons why incidents need to be reported – and the process involved. They were 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 and they are an important formal record of an incident – in case of repercussions later. Reports are completed on-line via BR Website and are “Relatively” simple form to complete – with more detail added if an incident is flagged as serious and a “Simple Capsize” option available. Anyone can complete an incident report and it's 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 and for incidents that may generate BR individual insurance claim BR are obliged to advise their insurers.

Some national statistics were available and were shared with the meeting taken from a very detailed report produced by Stephen and Andrea Worley and circulated to all the regions CWSA's – it's a 35page document and is difficult to analysis – but some hi-lights were picked out – There were 2120 incidents reported in 2019 (2086 in 2018). Of those, 804 (38%) involved simple capsizes (829/39% in 2018) and 1316 (62%) described as "significant" incidents (1257/61% in 2018). The top ten causes of significant incidents in 2019 were – 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%. 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 tow path, 2 in the boating area and 1 on water. There were 804 simple capsizes recorded – excluding capsizes drills. A simple capsizes is due to a simple technique or competence issue.

Four incidents of interest from outside the region were examined by the meeting. 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. The meeting 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 2nd with 51 – both are big Clubs. Wessex/H&DARA Club - CHRISTCHURCH were 5th with 41 which is significantly higher than any other club in the region – although all Wessex West Region Clubs had submitted at least one report except Portsmouth University. Incidents recorded in the region – 143 (174 in 2018) of which 22 came from CARA Clubs (38 in 2018), leaving 121 from H&D/Wessex Clubs (134 in 2018) 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). With 118 incidents reported – it's difficult to select ones to review – but the meeting did review two incidents - 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 and 12708/12716. At Wessex Trials. Several capsizes including a coxed Quad. Limited safety cover and communications poor. Trials abandoned in deteriorating conditions.

Nationally the RSA was invited to comment on 33 reports from other regions and did so where he thought he had something to contribute. In 2019 he 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.

The RRSA had also asked BR for two improvements – that have yet to be implemented. 1) 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 must ask for details from the RRSA. The RRSA has 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 happens several times a year. 2) To help tackle under reporting - in these days of smart phone and instant access – BR need to develop an Incident Report App. for smart phones. I believe this would increase the number of

incidents reports as it would allow them to be done almost immediately. BR blamed lack of IT resource for these improvements not being made.

Safety incidents Reported by H&D (& Wessex) Clubs in 2019 at Hants & Dorset Events.

16 events – including 3 Head Races - 1 cancelled and 1 Junior Regatta –with no regattas cancelled [17 last year]. The RRSA 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 with 2 from Wessex Clubs at River Events. There were – 2 incidents 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. There were no recorded incidents at – Southampton Head, Lymington, BTC, Southsea, Coalporters and Newport. The RRSA 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.

H&D Safety Committee Boat Inspections undertaken in 2019 and the plans for 2020. (see Appendix D).

Unannounced and random boat inspections were undertaken by the H&D ARA Safety Committee at four H&D events during the season – Swanage, Itchen, Woolston and BTC. A total of 89 (87) boats of all types were inspected with 19 (25) faults found - some boats having more than one fault. The number of boats inspected was very slightly more than last year and the number of faults found showed a significant decrease – down from 25 last year – an encouraging trend. As ever the largest fault found was heel restraints – at 16 - around 85% - lack of boat ID and buoyancy tank being the other ones. A full heel restraint check on every boat present was undertaken at Woolston - with 38 boats checked and seven faults found - and a full inspection of Coxswains Life Jackets was also undertaken at Woolston Regatta - with 29 Life Jackets examined with 6 failures (some had more than one fault). Most Clubs now have an annual service in place. The BR incident reporting system was used to summarise the results of the boat inspections once again and by opening these for comment ensured the Club Safety Advisers were advised of the issues with their boats as quickly as possible and could comment - and some did! The National Safety Committee regard this as an example of good practice and are encouraging other regions to adopt this system.

This year 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. The meeting agreed that the process should remain the same for the 2020 season. [see attached Appendix E].

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!

With regards to heel restraints the RRSA briefed the meeting on the national situation where 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.

Regatta/Event Audits received and a report on last season's audits and plans for 2020. The RRSA reported that 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 would be issued

by BR on payment of the appropriate fee. The 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. As all Clubs but Ryde School Boat Club attended the meeting – and they don't hold an event Candidates there will be no re-audit planned for 2010.

The meeting where then briefed on the position regarding BR's Public Liability Insurance for events – where 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 1st 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

The Association Safety equipment was discussed including its status after 2018 season. Gary Joyce had undertaken the task of checking the kits and ensuring that they were ready for the new season. He reported that he had sent ten Officials Life Jackets to be serviced and that they had all now been fitted with Crutch Straps. The three kits had been checked – and were in reasonable condition except for one of the Loud hailers which would need to be repaired or replaced plus new batteries would be needed for all.

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

Format of the Hants & Dorset Water Safety Commission. After a brief discussion, it was agreed that the Terms of reference for the Water Safety Sub Committee should remain unchanged and the Chairman, Mark Viner of Lymington Rowing Club, Wessex Regional Rowing Council Safety Advisor, Steve Bull of Ryde R. C. and Sub Committee Members - Gary Joyce, of Itchen Imperial Rowing Club, Adam Radcliffe of BTC Rowing Club and Mick Gisborne of Southsea Rowing Club should be re-elected on block – subject to ratification at the Associations AGM. The RRSA – Steve Bull – who is in place until November 2020 agreed to act as the Secretary of the Safety Committee until at least next year's meeting.

The Venue for 2021 Meeting. The visit to the IW in 2018 had completed the second full cycle of Club visits – meaning that these H&D ARA Safety Meetings will have taken place for over 20 years. The meeting agreed that the venue for the 2021 Meeting, to be held in February 2021 on a date yet to be decided, would be Southampton – in line with the current rota. It was no longer necessary to include Dolphin Rowing Club as they had de-affiliated to the Association.

Any other business.

There were four items of any other business discussed -

- Safety information on H&DARA Web site – where the additions and amendments made in 2019 were recorded which included information and a training video on the Associations new Defibrillator and links to BR's Risk Assessment Training would be added.

- BR Club Hub was discussed briefly. It is clear that BR see this as the way forward – with everything going through BR Club Hub and so all clubs would be expected to sign-up and use although most H&D Clubs were only using parts of it.
- Scullers/Rowers Life Jackets – Mike Green showed a “Spinlock” lifejacket that his Club had purchased – and was suitable to row-in -and there was a brief discussion on this and when Life Jackets should be used by Rowers.
- South Coast Championships. The H&DARA were hosting the South Coast Championship Regatta this year, on the 12th September, at the Royal Victoria Country Park, Netley, Southampton. Gary Joyce explained that the Association had an obligation to carry-out boat Inspections at this event and asked for the assistance of those CWSA’s present to assist with this.

There being no other business the meeting closed at 1.45pm with thanks to Lymington Rowing Club for their hospitality.

Steve Bull.

Association Secretary.

March 2020. [Minutes taken and written by Steve Bull, March 2020]

M. Viner, Chairman.

The attached Appendices form an integral part of these minutes –

[Appendix A] The Association Secretaries Report to the H&D Autumn Council Meeting and the Wessex Region AGM.

[Appendix B] Incident Reports – reason.

[Appendix C] Incident Reports - by Club.

[Appendix D] Details of Boat Inspections.

Appendix A. Secretaries Report (Report to H&D Autumn Delegates Meeting/Wessex Region AGM)

The Regional Rowing Safety Advisers (and H&D ARA Safety Committee's) Report to the Associations 2019 Autumn Council Meeting and to the 2019 Annual General Meeting of the Wessex Regional Rowing Council.

BR, National Safety Committee and National Safety Committee (NSC) Meetings. As the regions Rowing Safety adviser (RRSA) I attended the only "face to face" BR National Safety meeting held in March and September at the BR HQ at Hammersmith. The July meeting took the form of a Conference call – but I was unable to participate. I would hope to be able to attend December's National Safety meeting.

Among the matters discussed at NSC was – RowSafe, incidents of interest, heel restraints, the club audit, Back stays, Clubs/Events of concern (none in Wessex), the new Tideway Code, Club Safety Boat Operator, Incident reporting system and equipment.

With regards to heel restraints BR has finally agreed to switch to the FISA Rule as advocated by the NSC – which is very similar to the H&D Rule – and this came into effect this year - bringing BR in-line with FISA and the H&DARA.

The Hon. BR Water Safety Adviser (HRSA) - Stephen Worley sends out a monthly report which is forwarded to Club RSA's and the BR Safety Alerts which Club RSA's should receive direct from BR - are also sent out again by the RRSA to try and ensure they are not missed.

Annual BR Club Audit. All Wessex region clubs – except Southampton Medical Boat Club – who I assume are no longer affiliated to BR - duly completed the 2018/2019 BR Club audit - although some were a little late in complying risking suspension from racing by BR – these were all Universities - Southampton, Bournemouth and Portsmouth. The Audit completion and submission process has changed and although BR has sent guidance out there was no prior consultation and the process was not without its difficulties – most centred on the BR Google Folders and upload of files. But this part of the process was either not understood or proved to be difficult to achieve in many cases. Of the total of 24 audits submitted in the regions – 5 were submitted correctly and there were issues with 19.

RRSA's were able to track completion by region again and all the audits are archived on BR's google drive which RRSA's and CRSA's have access to and where Clubs & Event Risk Assessments are also archived. But note - to be of value the BR database needs Club Management information to be up to date - a Club responsibility.

The 2017/2018 Club Audit – is due to go live on 1st October and close on the 29th November. The RRSA is supposed to Accept / Accept with provisos / Rejects – the audit within two weeks of receipt. Cut-off - and suspension from racing in BR events for non-compliance will take place on the 2nd December. BR responsibility - Tom Ramsell – Maks having left BR.

Coalporters were re-audited by the H&DARA Safety Committee – as the Associations Annual Safety Meeting was held at their Club – with only minor issues were found – including one of the H&D Life Jackets!

H&D Safety Meeting. All H&DARA Clubs & Events were represented at the meeting except Newport Club and Regatta although we did not re-audit their regatta as we should have done following their failure to attend the meeting.

Prior to the start of the meeting those in attendance received some Defibrillator familiarization kindly provided by a qualified member of Coalporters Rowing which included CPR and two different versions of a defibrillator were shown – the unit owned and installed at Coalporters Rowing Club and the unit owned by the Hants & Dorset Amateur Rowing Association which will be available at each H&DARA event this season. Video showing how each unit was used and their features were also shown.

Event Safety Audits. All H&D (Wessex) events submitted an event safety audit with risk assessments, safety and communication plans - and emergency plans accompanying most. These were reviewed and approved by the RRSA and if requested BR were advised so that the BR Event Public Liability insurance would be issued by BR on payment of the appropriate fee. The issue regarding BR providing Public Liability Insurance was resolved and this was again made available to H&D ARA Clubs if requested – but BR "shot themselves in the foot" on this one with at least six clubs finding an alternative provider costing BR over £700 in revenue.

Incident Reporting. There were no national statistics available at the September NSC meeting. Nationally collisions remain the biggest incident reported - regionally it's probably still capsizes but a full analysis will now take place until the end of the year.

There are a few issues with the downloading of report summaries at the moment which is limiting my ability to analyse incidents. However – as far as I can tell - In the period from 1st January to 31st August 2019 I have records of one hundred and twenty incidents [last year at this time there were 138] in the Wessex Region of which one hundred and five (105) were recorded by Wessex Region/H&D Clubs and fifteen (15) came from CARA Clubs. Of the 104 incidents submitted by Wessex/H&D Clubs 4 related to H&D ARA Equipment inspections - leaving 101 actual separate incidents logged – some of which will be duplicated - which is a few more than the number reported at this stage last year. These will be analysed in detail along with those reports received between 1st September and 31st December - at the 2019 H&D ARA safety meeting which is scheduled to be held at Lymington and will probably be held in February - when I would also hope to have some national statistics available.

Under reporting remains an issue – especially at events – where Race Officials reports presumably continue to indicate a number of incidents at an event with less than half having a corresponding BR incident report – but as I have not seen the Race Officials Reports I have not been able to analyse this.

Boat inspections at H&D/Wessex Events. Unannounced and random boat inspections were undertaken by the H&D ARA Safety Committee at four H&D events during the season – Swanage, Itchen, Woolston and BTC. A total of 89 boats of all types were inspected with 19 faults found - some boats having more than one fault. The number of boats inspected was very slightly more than last year (2018 - 87) and the number of faults found showed a significant decrease – down from 25 last year – which is encouraging as this is the second year in a row of significant reduction in faults found.

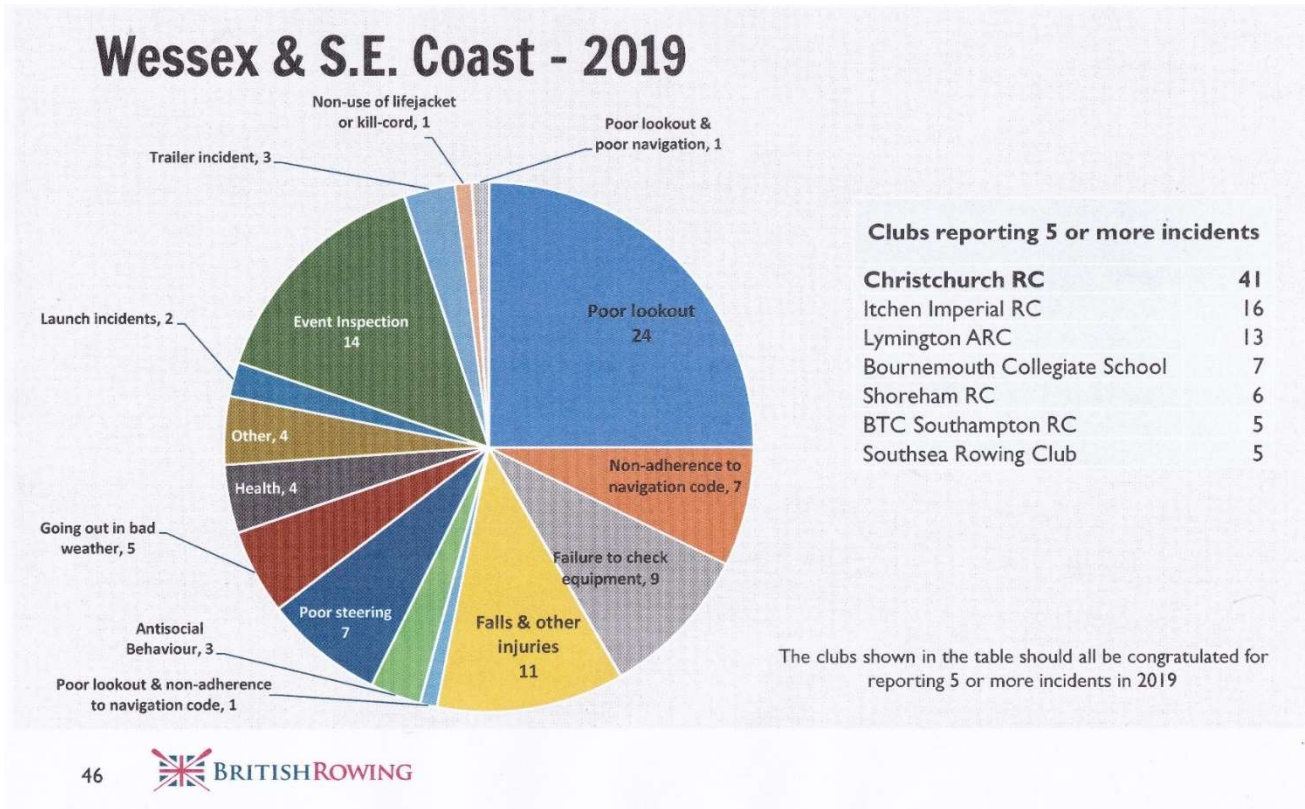
As ever the largest fault found was heel restraints – at 14 - around 90% - buoyancy tank and lack of boat ID being the other ones. A full heel restraint check on every boat present was undertaken at Woolston Regatta - with 38 boats checked - and a full inspection of Coxswains Life Jackets was also undertaken at Woolston - with 29 Life Jackets examined with 6 failures (some had more than one fault). The BR incident reporting system was used to summarise the results of the boat inspections once again and by opening these for comment ensured the Club Safety Advisers were advised of the issues with their boats as quickly as possible and could comment - and some did! The National Safety Committee continue to regard this as an example of good practice and are encouraging other regions to adopt this system. Two Clubs – Bournemouth and Southsea - went through the inspection process with no fault found during any of the equipment inspections and will receive an award at the H&DARA Presentation Dinner in recognition of this.

H&D Race Officials Safety Equipment. Although not returned yet for their end of season inspection and refurbishment it is believed that the H&D ARA Safety equipment has survived another season fairly intact although there will be the inevitable wear and tear. All the Life Jackets were professionally serviced prior to the season - and the intention remains to do this annually.

Steve Bull. Wessex Region Safety Adviser and Hants & Dorset ARA Safety Committee. September 2019.

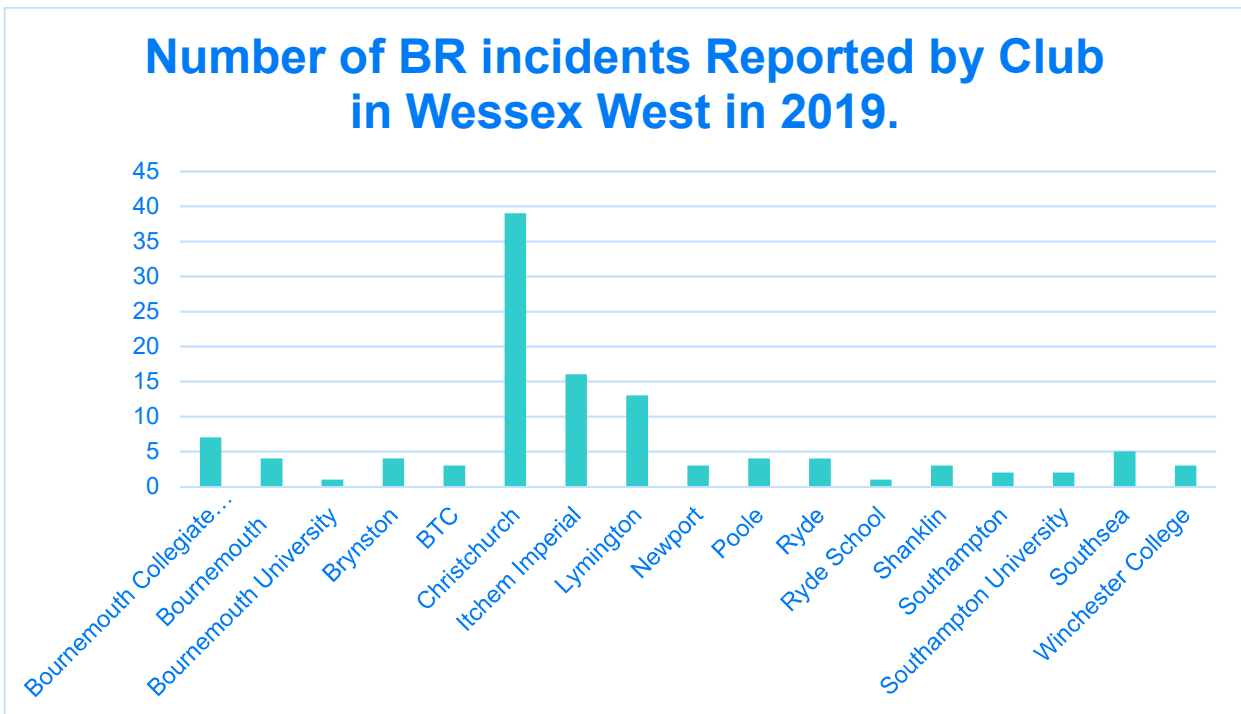
[Appendix B] Incident Reports – reason.

Incident Reports – by reason.



[Appendix C] Incident Reports - by Club.

Incident Reports – by Club.



[Appendix D] Details of Boat Inspections.

