

# Herne Bay Amateur Rowing Club – Risk Assessment for Herne Bay Regatta being held on Saturday 26<sup>th</sup> July 2025. Start time 11.30am.

**Task / activity or premises assessed:** Land and sea-based regatta risks being the subject of assessment.

**Location:** West Cliff Promenade/Beach – Herne Bay, Kent

**Name of assessor:** Mr Jeff Hutton – Herne Bay Amateur Rowing Club - Safety Officer.

**Date of assessment:** 26.02.25

## Outline of activity/task:

Herne Bay Amateur Rowing Club will be hosting Herne Bay Regatta to be held on Saturday 26<sup>th</sup> July 2025.

This will be held off the West Cliff Promenade / Beach along the stretch of coast adjacent to from Hampton Jetty. The course runs East for 1000m from Hampton Pier Yacht Club, turning around 12 buoy turns and back again 1000m West, finishing at the start of the course.

Approx 10 rowing clubs from Kent and Sussex will attend on the day to take part in the regatta. All racing will be on the sea . Each club will have its own towing vehicle and trailer.

The visiting clubs will assemble on the beach area from 8.00am, with the first race starting at 11.30am. The rowing boats/trailers will access the car park at Hampton for the duration of the regatta.

The Regatta is being held by Herne Bay Amateur Rowing Club, using their club house facilities and those of Hampton Pier Sailing Club.

The event is run under CARA rules.

The nearest A&E for minor injuries is at The Queen Victoria Memorial Hospital, Herne Bay. 01227 594700 or Estuary View, Whits table. 01227 284300. For Major injuries – A&E at The Queen Elizabeth, Queen Mother Hospital, Margate 01843 225544

Emergency contact details for the day are :

Jeff Hutton – HBARC Safety Officer; 07831 390815

Liz Taylor – HBARC Regatta Secretary ; 07513 416319

Emily Noyes – HBARC Captain : 07983 025598

	Hazards and Effects	Affecting whom (staff/visitors/public/contractors)	Risk rating with no controls 1 - 20	Existing controls (if any)	Residual risk rating with existing controls 1 – 20	Actions required where residual risk is still too high
1	Boat Trailers entering and leaving the regatta – potential impact. Pedestrian access to promenade and residential properties on Spa Esplanade.	Club trailer drivers, passengers and members of the public	8	All drivers are experienced in towing boat trailers. Trailers will be directed into the Hampton Carpark by Club marshals wearing high visibility. The car park is closed to public vehicles for the duration of the regatta.	6	
2	PA system erected and dismantled by club members – potential collapse of PA Systems mountings or trip hazards from power / speaker leads	Visiting clubs and members of the public	10	The PA system will be erected and dismantled by experienced club members as it is on loan from Deal Rowing Club who maintain the system and check before loan for any damage or wear and tear. Any cables visible in public areas will be identified with hazard tape and will be secured/tethered to buildings where necessary.	8	

3	Starting and finishing posts which are erected and dismantled by the Herne Bay Amateur Rowing Club. These consist of metal scaffold poles which are bolted together with tri-pod legs. These are partially buried in the beach stones. The structures are marked with security / safety tape around them. Potential to fall down and dislodge beach stones.	Visiting clubs and members of the public	18	The posts have been erected and dismantled by this method for the past 25+ years by the Club without issue to date. They are maintained annually by HBARC members and checked prior to the regatta day. Hazzard tape barriers are around the poles at all times to restrict access.	10	
4	12 Buoy turns are put out at low tide. Metal pins are pushed into soft sand to anchor them. Then removed At low tide following completion of the racing.	Club members	7	Always led by an experienced member of HBARC. Appropriate footwear is worn.	3	
5	The course is clear of any moored boats for the duration of the regatta. Resident boats have been notified of race course for the day. There are no stationary obstacles on the course.	Oarsmen and women afloat	6	Notice of regatta has been posted by CCC Foreshores department	4	
6	The Safety boat is manned and driven by competent and experienced club members from Hampton Pier Yacht Club. Certification of IPV code does not apply to umpires' boat. Effects of adverse weather conditions and fatigue. Spare life jackets are carried on board. The safety boat has	Members of Hampton Pier Yacht Club and oars men and women.	8	All crew are competent drivers of the launch and are familiar with the process of rescuing submerged oarsmen. A rota is in operation so ensure that all crew members rotate	4	

	Southsea/CARA safety boat operational guideline documents.			regularly and rest. Radio contact with on shore regatta control at all times during racing.		
7	Umpires boat is driven by competent and experienced member of Herne Bay Sailing Club. Boat is of sufficient size and has appropriate facilities on board. Disembarking and embarking of CARA officials is from the beach.	CARA officials	8	Competent, experienced driver. Sufficient refreshments and facilities on board. Life jackets worn by all on board. Radio contact with on shore regatta control at all times during racing.	6	
8	In the event of severe bad weather eg storm conditions of thunder and lightning, all crew aboard the safety boat, umpires afloat and all oarsmen and women will be instructed to leave the water immediately the weather deteriorates.	Oarsmen and women afloat, umpires and safety crew afloat.	14	All will await further instructions from CARA officials according to the CARA Rules.	7	
9	Adversely hot weather. Rowers to be advised by club captains to wear hats, sun cream and drink plenty of fluids.	Oarsmen and women and spectators.	8	First aid on site. Water available from clubhouse during the day.	6	
10	For any medical attention needed, first aid is on site for the duration of the regatta via a first aider. There is a public use defibrillator situated on the wall of Regatta control (Hampton Sailing Club building) There is also a CARA defibrillator available at all times. The nearest A&E for minor injuries is at The Queen Victoria Memorial	Visiting clubs and members of the public	10	First aider on hand for duration of the regatta and public /CARA defibrillator.	8	

	<p>Hospital, Herne Bay. 01227 594700 or Estuary View, Whitstable. 01227 284300. For Major injuries – A&amp;E at The Queen Elizabeth, Queen Mother Hospital Margate 01843 225544</p> <p>999 emergency calls will only be made by regatta control if accident / incident require it.</p>					
11	Medical attention for burns and scolds	Visiting clubs and members of the public	10	Cold water buckets adjacent hazards and cling film in club house	6	
12	Electrical equipment	Club members	8	All checked and maintained regularly by club members or paid tradesmen as required.	4	
13	<p>Risk of COVID infection</p> <p><i>At time of writing this assessment, all COVID restrictions have been lifted. If British Rowing impose any further restrictions, they will be followed by all members of HBARC, HPYC and CARA competitors.</i></p>		<p>N/A</p> <p>At time of assessment</p>		<p>N/A</p> <p>At time of assessment</p>	

Signature of Assessor: \_\_\_\_\_ J.Hutton. HBARC Safety Officer \_\_\_\_\_

Date: \_\_\_\_\_ 26.02.25 \_\_\_\_\_