

HSC Risk Assessment Appendix A – Safety Cover.

Risk Assessment / Operating Procedures for provision of optimum safety cover at HSC

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Definitions

Crew: person operating a powerboat, either as driver or assistant.

Water user: any person going afloat in any craft.

Team: a team of safety boat drivers who have volunteered for this task and who have been seen to be capable in this role

Team Leader: Chief Powerboat Instructor

DO: Duty Officer

Aim: To provide optimum safety cover for water users in line with Government Guidance on Social Distance and the restrictions imposed by the requirement to minimise risk of cross contamination across equipment and personnel.

Challenges: Under normal conditions a powerboat would only be considered as providing safety cover when crewed by two persons. This cannot be achieved following Social Distancing guidelines unless the crew members are both from the same household. Even then, should a person require recovery into a powerboat the presence of two crew increases their risk of infection.

The preparation, launch, operation and recovery of a powerboat will necessarily impose risks of cross contamination.

In assisting any water user, and in particular the recovery of a person from the water into the powerboat, places both water user and powerboat crew at risk of cross contamination.

Assumptions

Any person coming forward to crew a powerboat will have done so voluntarily; no individuals will be approached and no duties assigned unless by full agreement of the volunteer. A volunteer may withdraw their assistance at any time. Any volunteer must be aged 18 or over and approved by the Training Committee.

Any crew will immediately withdraw from any crewing role should they, or any member of their household, exhibit any signs or symptoms that they might be infected with Covid 19.

Any person coming forward to crew a powerboat must have RYA PB2 as a minimum, and if not RYA Safety Boat qualified must have considerable dinghy sailing knowledge. Any person coming forward to provide safety cover as a sole crew should be physically fit and capable of recovering any person from the water without harm to themselves.

All crew are strongly recommended to wear PPE should they need to recover a person into safety boat. Any water user requiring assistance accepts the risk of cross contamination from the safety boat crew and its equipment and will therefore take their own measures to mitigate against this.

Water users will take every precaution to ensure they and their equipment is capable of managing conditions afloat, and thus takes full responsibility for minimising risk to any safety crew and themselves.

The safety crew have full control of all water users and may require persons or craft deemed to be unfit or at risk leave the water immediately. They may also prevent unfit craft or persons from launching. This is in accordance with Byelaw B22.

The risk assessment and subsequent procedures should be taken as additional to, and complementing, any existent procedures.

There will be a Committee Member or Nominated Person (NP) on shore able to perform unlocking duties and equipped with a mobile vhf radio. Crew will follow Government guidance on social distancing (as much as possible) hand washing and hygiene precautions to lessen the risk of cross contamination.

Onshore	Activity	Risk	Mitigated by	Action
Boat Preparation and launch	Unlocking clubhouse and boat shed	Cross contamination via keys and touch points.	NP/DO to use own keys and keep contact points to a minimum when accessing key cupboard/key safe. Touch points to be wiped down at start and end of day. viricidal wipes will be provided for this purpose.	NP/DO to perform cleansing of touch points at start and completion of duty. NP/DO ensures no other persons enter clubhouse. Cleaning equipment to be provided.
	Use of tractor, including fuelling	Cross contamination via keys and touch points i.e. steering wheel, control levers, safety boat trolley handles.	Persons operating tractor to Wipe down touch points at start and end of 'duty period'. Fuelling to be done mid week. JC has volunteered.	Person(s) on duty ensures no other persons involved or enter boat shed. Viricidal Cleaning equipment to be provided.
	Boat use - general	Cross contamination.	Boats to be used in rotation to allow a 72 hour quarantine period between uses. Should this not prove possible boats to be washed down with viricidal spray.	Boats to be identified and labels applied. Log to be kept of when each boat was last used on whiteboard in left hand shed. Boats ideally to be used in rotation. A bottle of hand sanitiser in each boat in use.
	Fuelling powerboat	Cross contamination.	Single use gloves to be worn and disposed of once fuel can replaced in store. Fuel and check levels in boats once per week – WC has volunteered).	Single use gloves to be provided. WC to collect fuel and check levels in boats once per week – Wednesday.

Onshore	Activity	Risk	Mitigated by	Action
	Equipment check	Cross contamination.	<p>To be performed by safety boat crew only.</p> <p>Minimise handling of any equipment.</p> <p>Equipment used to be cleaned or quarantined immediately on return to shore.</p> <p>Viricidal disinfectant spray will be provided as well as viricidal wipes for use on frequent touch surfaces such as radio, steering wheel, gear/throttle controls. Equipment must NOT be moved across boats, allowing for quarantine period to take effect.</p>	<p>Cleaning equipment to be provided.</p> <p>Any equipment used to be spray cleansed on return to shore.</p> <p>Lines used must be left to dry in assigned area for 72 hours to comply with quarantine period requirement.</p>
	VHF check ashore	Cross contamination.	<p>VHF handset should be placed in disposable thin plastic bag e.g. food bag as soon as they removed from the charger then bag disposed of at end of use/duty period.</p>	<p>Plastic bags to be provided.</p> <p>VHF handsets to be transferred from Race Box to boat shed. VHF handset to be swapped at end of duty period in the case of a half day duty.</p> <p>Safety crew to use console VHF.</p>

On the water	Incident	Risk	Mitigated by	Action
	Man overboard	Cross contamination through lack of space to social distance should the MoB need to be recovered into the powerboat.	<p>Avoiding physical contact with the MoB unless absolutely necessary. Use boarding ladders, throw lines, boat hooks, engine step to allow MoB to gain entry to safety boat independently.</p> <p>Unless absolute emergency crew will don face mask prior to recovery. Single use gloves should be worn if contact is necessary.</p>	<p>Ensure crew are fully conversant with use of ladders, engine step as means of recovery from water. Refresher training to be provided via video.</p> <p>Ensure boats are equipped with boarding ladders, boat hooks and throw lines.</p> <p>Approved PPE to be provided to crew.</p> <p>Water users to be fully compliant with instructions from safety crew.</p>
	Capsize or inversion	Cross contamination through need to handle water users or their equipment.	<p>Crew to facilitate water user righting boat independently as much as is possible. If contact is required it should be with equipment and not persons e.g. mast tip, forestay, turning boat head to wind to facilitate water user self recovering. Single use gloves should, if possible, be worn if contact is necessary.</p>	<p>Water users to ensure they are capable of righting and recovering themselves into their boat or onto their craft. They must do so as quickly as possible.</p> <p>Water users MUST NOT deliberately capsize.</p> <p>Water users to be fully compliant with instructions from safety crew.</p> <p>Safety crew to use PPE where possible.</p>

On the water	Incident	Risk	Mitigated by	Action
	Gear failure minor	Cross contamination through touch of equipment or proximity to persons.	Disabled boats to be returned to shore by line tow. Provision of face mask and single use gloves should close contact be required.	Water users advised to thoroughly check all equipment for damage and/or wear and tear prior to launching. Water users to be fully compliant with instructions from safety crew. Safety crew to consider use of PPE. Tow lines to be hung to dry following use. DO to be informed of any possible cross contamination.
	Gear failure major e.g. loss of rig, mast	Cross contamination through touch of equipment or proximity to persons.	Water user should independently recover as much equipment as possible and should stay on craft. If not possible follow MoB procedures for recovery of persons from water. Disabled craft to be returned to shore by line tow as a first preference, alongside tow as a last resort. Provision of face mask and single use gloves should close contact be required.	Water users advised to thoroughly check all equipment for damage and/or wear and tear prior to launching. Water users to be fully compliant with instructions from the safety crew. Safety crew to consider use of PPE. If need be follow requirements for MoB. Tow lines to be hung to dry following use. Incident details to be emailed to club safety officer and team leader.

On the water	Incident	Risk	Mitigated by	Action
	Injury – not disabling	Cross contamination through touch of equipment or proximity to persons.	Disabled boats to be returned to shore by line tow. Provision of face mask and single use gloves should close contact be required.	Water users to be fully compliant with instructions from safety crew. Safety crew to use-PPE if required. Tow lines to be hung to dry following use. Incident details to be emailed to club safety officer and team leader.
	Emergency (ie risk to life or serious accident)	Cross contamination through touch of equipment or persons.	Injured person to be recovered to safety boat and returned to shore immediately. Craft to be recovered once casualty is attended to ashore. Face mask and single use gloves to be provided.	Safety crew to use PPE if practically possible. Water users to be fully compliant with instructions from the safety crew. Persons and equipment to be thoroughly cleaned with viricidal wipes or other proven viricidal disinfectant after incident, especially if contaminated by bodily fluid. Incident to be reported to Commodore, Training Principal and Team Leader. Detailed report including equipment in use to be logged.

Single crew in safety boat	Issue/concern	Risk	Mitigated by	Action
	Sole operation of safety boat increases difficulty of certain operations.	Assistance/recovery taking longer than usual, lessening effectiveness of safety cover.	The safety boat will only provide cover in light to medium winds (advisory upper limit of 15 knots mean wind speed) mean wind strength not exceeding 15 knots. While the safety boat is on standby a green flag will be flown from the race box. If safety cover is withdrawn a red flag will be hoisted and those afloat made aware.	Water users to consider their own skills and capabilities in relation to the prevailing conditions and provision (or lack thereof) safety cover. Red and green flags will be made available on the flagpole at the race box. Safety crew to continually assess conditions and ability of water users and relay any necessary change of flag to the appointed person on shore. A hand held anemometer will be available for safety crew to record wind speed at an appropriately exposed part of the lake. Members to be made aware of the flag system and if possible informed afloat that safety cover is being withdrawn.
	Sole operation of safety boat increases difficulty of certain operations.	Assistance/recovery taking longer than usual, lessening effectiveness of safety cover.	Safety boat will be crewed by those with a level of training/experience deemed appropriate by any of: Training Principal, Chief Powerboat Instructor, Chief Dinghy Instructor, JC.	All safety boat crew will receive, briefing and training on single man recovery methods. In the first instance crew will be recruited from those with demonstrable relevant and regular experience in such techniques. Training will be made available to those wishing to volunteer, assuming base skill level of PB2.
	Sole operation of safety boat increases difficulty of certain operations.	Assistance/recovery taking longer than usual, lessening effectiveness of safety cover.	Need to lessen distraction for safety boat crew.	Safety boats should not be tempted to provide coaching or race management activity unless part of club organised activity such as organised racing.