

The Great Annual British Seagull Waikato River Regatta

Risk Management Plan

Section 1: Event Context

Event introduction and overview

The Great Annual British Seagull Waikato River Regatta. NZ

History - The genesis was back in 1985. Several locals from the Hoods Landing Delta Swamp couldn't agree on who had the fastest Seagull Outboard. So it was decided that a race was the only way to settle the debate. That original 'race' started from the the Karapiro dam & finished at the Tasman Sea. That inaugural trip took 4 days to complete, & it's still unclear who the winner was.

Nowdays, this has become the longest annual Seagull outboard regatta in the world. Held every Easter weekend, & typically attracting 20-30 vessels. Now a family event, the main emphasis is on finishing & having lots of fun. Participation is rewarded with adventure & nostalgia, so typically attracts people with practical capabilities.

Local communities have continuously supported this event.

Spectators include locals, roadcrews & future prospects.

Aims and objectives for the event

Community participation.

Celebrate NZ history in a participatory & nostalgic manner.

By course completing the course without major incident, the participants acquire a sense of adventure & achievement.

Event governance and decision making

The event is not managed by any one individual. It is collectively managed by all the participants, being a collective team of volunteer co-ordinators with no 1x person in charge. Members of this co-ordination team comprises both volunteers & participants prepared to demonstrate pro-activity towards facilitation of the event. Specific areas of undertaking vary in accordance with individual inclinations. Members of the co-ordination team regularly change from time to time, as do their roles, including during the event. Decisions are made by general consensus by the co-ordination team. Interactions & meetings are held on demand as required, including in person or via email. Historically, various meetings occur, prospective to & retrospective to the event.

Event details & rules

Event details appear on the website www.seagulloutboard.com under the 'Waikato River' page

The overall rules are an aggregation including the following;

- * This Risk Management Plan,
- * Scrutineering, compulsory equipment & recommended equipment as published on website,
- * Further Requirements as published on website,
- * Entry form, details & agreement,
- * Briefings,
- * Karapiro Clean Fill Site Induction,

Industry guidelines and compliance requirements

includes;

- * Navigation Bylaw Waikato
- * National Maritime code
- * Prevailing OSH requirements
- * Coastguard guidelines

Event site

The Waikato river itself from Karapiro quarry launch site to Hoods Landing

Key river access points;

- * Karapiro quarry launch site
- * Leamington pond ramp
- * Narrows landing ramp
- * Grantham Street ramp
- * Pukete ramp
- * Ngaruawahia ramp
- * Taupiri ramp
- * Huntly east bank ramp
- * Ohinewai ramp
- * Rangiriri ramp
- * Mercer ramp
- * Tuakau ramp
- * Elbow ramp
- * Hoods Landing
- * Port Waikato ramp

Restricted areas;

- * near the dam face & power station
- * rapids upstream of launch site

First Aid facilities;

- * on every support boat
- * recommended on each participating boat
- * Waikato Hospital emergency dept

Key signage;

- * navigation buoys approaching Hoods Landing
- * navigation buoyage on the river
- * speed restriction signs on the river in various locations

Weather and climate information

Checks made with NZ Meteorological Service for forecast & warnings

Checks made with Regional Council for river levels, in particular, proximity to early warning limits

Draw from recent local knowledge, such as moving debris & sandbanks

Draw from extensive collective historical experience of changing river conditions, incl changes in hydro power generation

Schedule of co-ordinators

This will be the aggregation of persons entering the event

Mobile medical, first aid, and safety resources

Each participating boat is;

- * required to be fit for purpose with a clear name &
- * required to have every crewman wear their lifejacket &
- * required to have a functional motor &
- * required to have fuel / oil in leakproof containers &
- * required to have texting ability &
- * required to have basic repair tools & spares &
- * required to have a towrope & bailer &
- * required to have a paddle or oars &
- * required to carry biodegradable oil dispersant sprayer &
- * required to have zero drugs or alcohol
- * required to not have an open exhaust
- * required to have hearing protection for all crew &
- * recommended to carry spare motor &
- * recommended to carry sun protection &

- * recommended to carry first aid equipment &
- * recommended to carry fire extinguisher &
- * recommended to have cutout lanyard on both Sport & Open class &
- * recommended to carry GPS &
- * recommended to use biodegradable oils &
- * recommended to avoid heavy farm gumboots

Support boats have;

- * presence on the water, or, on standby at strategic access points
- * every crewman wearing their lifejacket &
- * texting ability &
- * first aid equipment &
- * basic repair tools & equipment &
- * bailer &
- * oars or paddle &
- * biodegradable oil dispersant sprayer &
- * fire extinguisher &
- * GPS &
- * capability of carrying people &
- * capability of towing boats &
- * capability of planing flank speed &
- * operator with local river pilotage knowledge

Medical facilities and accessing emergency services

Landbased:

Waikato Hospital Accident & Emergency
Pembroke Street, Hamilton West, Hamilton 3204

Riverbased:

Get patient to nearest extraction point & meet with roadcrew, or ambulance (if required)

Initiating emergency response plans

Enactment of cancellation, or reduction, or evacuation, or postponement of the event will be by general consensus of the co-ordination team.

Enactment of individual risk response plans must be by affected participants or associated parties

Contact information

This information is issued to participants upon successfully passing scrutineering & is printed on a waterproof card & is to be kept in each boat,

Event communication overview

Leading up to the event various details are published on the website, also various notices are send out by email.

During the event communications between participants & co-ordinators to be primarily by texting via mobile phones. Reason being this resolves both the issue of working in noisy environments & the dangerous distraction of cellphone use. Cellphones should only be used as a last resort if texting fails. Marine VHF fails to provide adequate coverage & will be avoided.

Section 2: Event Risk Assessment

Risk Register Notes:

- * All high risks have been mitigated by elimination or reduction to low or medium risk.
- * All remaining event risks have been assessed as low to medium.
- * Forming part of the 'Risk Controls' for every 'Registered Risk', the co-ordination team provides on the water support boats with;

1. presence on the water, or, on standby at strategic access points
2. texting ability &
3. first aid equipment &
4. basic repair tools & equipment &
5. bailer &
6. oars or paddle &
7. biodegradable oil dispersant sprayer &
8. fire extinguisher &
9. GPS &

10. capability of carrying people &
11. capability of towing boats &
12. capability of planing flank speed &
13. operator with local river pilotage knowledge

* Forming part of the 'Risk Controls' for every 'Registered Risk', all participants are:

1. required to attend the briefing
2. advised to carry a first aid kit
3. able to contact the support team for advice or assistance via text
4. required to wear a life jacket at all times
5. to exercise good mariner practice, incl keeping a sharp lookout, & avoid standing up.
6. to prepare outboard & equipment to good order
7. pass scrutineering
8. to apply commonsense, incl to draw from experience & apply discretion with preparations relating to both

equipping & conducting themselves

Risk Register

Fire:

This could involve fuel / oil or non-fuel / oil

Controls;

- * avoid ignition sources, like using campstoves in the boat, motor ignition in poor condition,
- * The bailer can be used to apply river water for non fuel / oil fire,
- * Recommend participants carry a dry powder extinguisher for fuel / oil fire
- * fuel/oil to be in leakproof containers
- * Participants must wear a life jacket at all times, therefore making vessel abandonment a viable option

Spill of fuel / oil;

Stray amounts of fuel / oil could spill into the river

Controls;

- * Fuel & oil to be in leakproof containers
- * avoid un-necessary volumes of fuel & oil
- * Biodegradable dispersant is checked at scrutineering

Weather:

This will vary during the day, possibly becoming adverse hot / cold / wet

Controls;

- * Forecast forms part of the briefing
- * Application of commonsense, incl to draw from experience & apply discretion with preparations relating to both equipping & conducting themselves

Mechanical failure;

This includes engine breakdowns, prop spring failures, spark plug changes & out of fuel.

Controls;

- * prepare outboard & equipment to good order
- * carry neccessary spares & basic tools
- * pass scrutineering

Capsize:

This could involve striking objects or sudden catastrophic event

Controls;

- * prepare outboard & equipment to good order
- * wearing lifejacket at all times
- * keeping a sharp lookout for obstacles
- * exercise good mariner practice, incl avoid standing up.
- * avoid overloading the boat

Hull breach:

This could involve striking objects or sudden catastrophic event

Controls;

- * prepare outboard & equipment to good order
- * wearing lifejacket at all times
- * keeping a sharp lookout for obstacles
- * exercise good mariner practice, incl avoid standing up.

Man overboard:

This could involve striking objects or sudden catastrophic event

Controls;

- * prepare outboard & equipment to good order
- * exercise good mariner practice, incl avoid standing up.

Fall;

Motion of the boat can overwhelm balance

Controls;

- * keep the boat tidy & secure loose objects
- * exercise good mariner practice, incl avoid standing up.

Navigation hazards;

The river presents both manmade & natural hazards, incl debris & sandbanks

Controls;

- * wearing lifejacket at all times
- * keeping a sharp lookout for hazards
- * on sandbanks, avoid exiting the boat where possible as quicksand often occurs
- * exercise good mariner practice, incl avoid standing up.
- * participants to be off the water by 4pm

Prolonged exposure to excessive noise;

The outboard is noisy

Controls;

- * compulsory hearing protection, such as earmuffs or ear plugs
- * operate the motor with appropriate separation distance, such as using an extension tiller
- * open exhausts not permitted

River water;

The river presents a drowning risk

- * be aware of the risk & exercise caution
- * wearing lifejacket at all times

Section 3: Emergency Response Plan

Response Plan Notes;

Forming part of the 'Specific Responses' for every incident;

Initially;

- * raise alarm as appropriate
- * assess situation for person injury & boat damage & property damage

At incident scene;

- * assess potential risk to yourself given the situation & act appropriately
- * apply first aid as appropriate
- * if required, call for further assistance, such as the support co-ordinators via text

Upon incident conclusion;

- * Discuss incident with co-ordination team,
- * co-ordinators to make necessary changes to processes, if any
- * document incident,
- * seek advisory

Specific Situation Responses

Fire;

This could involve fuel / oil or non-fuel / oil

- * raise alarm
- * deploy appropriate fire suppressant
- * abandon vessel if necessary

Spill of fuel / oil;

Stray amounts of fuel / oil could spill into the river

- * deploy biodegradable dispersant

Weather;

This will vary during the day, possibly becoming adverse hot / cold / wet

- * deploy appropriate gear, like sunglasses or raincoat

Mechanical failure;

This includes engine breakdowns, prop spring failures, spark plug changes & out of fuel.

- * deal with situation in a stable environment, such as the riverbank or sandbar

Capsize;

This could involve striking objects or sudden catastrophic event

- * manoeuvre to the riverbank or a sandbar if possible
- * stay with the boat where appropriate

Hull breach:

This could involve striking objects or sudden catastrophic event

- * manoeuvre to the riverbank or a sandbar if possible
- * stay with the boat where appropriate

Man overboard:

This could involve striking objects or sudden catastrophic event

- * Have 'man overboard' cling to boat
- * manoeuvre to the riverbank or shallows to re-enter boat

Fall:

Motion of the boat can overwhelm balance

- * assess for person injury & attend

Navigation hazards:

The river presents both manmade & natural hazards, incl debris & sandbanks

- * assess boat for damage & crew for injury & attend
- * on sandbanks, avoid exiting the boat where possible as quicksand often occurs

Prolonged exposure to excessive noise:

The outboard is noisy

- * reduce motor throttle

River water:

The river presents a drowning risk

- * activate lifejacket

Section 4: Contingency Planning

Introduction

This Contingency Plan has been developed as part of the Event Risk Management Plan, to ensure health and safety risks are eliminated, so far as reasonably practicable.

The potential threats

The major threat(s) that may generate the need to consider contingency options are:

- * adverse weather
- * adverse river conditions, incl flood levels
- * pandemic situation

History of potential threats occurring at the event location

- * River levels in 2017 exceeded early warning limits, various access points were closed, unacceptable volumes of floating debris were present.
- * Pandemic outbreak in 2020 lead to widespread community transmission of covid-19, event gathering considered too risky, national lockdown.

The chain of command and decision making

The co-ordination team will determine the response to the threats as they occur, or as required. Any decision to enact this Contingency Plan will be made by the co-ordination team.

The Risk Management Plan developed for this event is to be applied when considering and making recommendations, in consultation with relevant subject matter experts.

A review of the following will be conducted by a meeting of the co-ordination team as required, incl prior to the event:

- * Risk Assessment of the current conditions, &
- * Current weather predictions, &
- * Current river levels, &
- * Current pandemic situation, &
- * Other relevant event statistics (such as complaints received etc).

Contingency options

We have assessed that there are 3x feasible contingency options available.

These are:

Option One - Reduce the event to just 1x day

Option Two - Postpone the event

Option Three - Cancellation of the event

Reconnaissance & assessment of conditions

The conduct of the reconnaissance is the responsibility of the co-ordination team. The Reconnaissance will consist of appropriate persons, where possible, who will jointly assess the situation and report to the co-ordination team for a decision. Regular assessments and reporting of recommendations will be required as determined by the co-ordination team

Timings and early warning

The decision to enact one of the contingency options is to be made as early as possible, dependent upon the weather conditions.

The co-ordination team through its members will make early warning of any decisions. The following individuals and authorities are to be advised as soon as possible of any decision to postpone or reduce or cancel the event:

- * Event prospect participants
- * All event co-ordinators
- * All event volunteers
- * Launch site facilitators
- * Site suppliers/contractors
- * Safety personnel, support boats
- * Hosting

As soon as the decision is made, all stakeholders will be communicated with promptly through a variety of communication mediums including the face-to-face briefings, email broadcast, website and social media.

Weather forecasting & river level monitoring

Weather forecasts & river level monitoring will be used by the co-ordination team, to assist in decision making. Other relevant authorities and sources may be used as required. The co-ordination team will disseminate the information at their meetings or as required.

Should changes in the weather or river develop, more regular information will be provided - dependent on the situation. In the event of a severe or extreme report from the Met Service or Regional Council Waikato the co-ordination team may make the decision to cancel or postpone or reduce the event. Reports will be considered as part of any risk assessment. Weather & river monitoring should commence approximately one month prior to the start of the event.

National pandemic situation

Observation of govt guidelines & restrictions will be used by the co-ordination team, to assist in decision making. Other relevant authorities and sources may be used as required. The co-ordination team will disseminate the information at their meetings or as required.

Should changes in the pandemic situation develop, more regular information will be provided - dependent on the situation. In the event of a significant govt guideline or restriction the co-ordination team may make the decision to cancel or postpone or reduce the event. Reports will be considered as part of any risk assessment. Pandemic situation assessment should commence approximately one month prior to the start of the event.

Section 5: Evacuation Plan

Aim

The aim of this Evacuation Plan is to ensure the organisers of the event can act quickly, and decisively should the need to evacuate the event site be required. Evacuation may be in response to catastrophic incident such as a hydro dam collapse or natural disaster.

Initiation of evacuation

An evacuation will be signalled by co-ordination team. Authority to initiate an evacuation will be from a general consensus of the co-ordination team. Co-ordination team to immediately raise the alarm to affected parties

Evacuation actions

Immediately exit river & move to safe ground.