



# **Burton Regatta**

# **11th & 12th July 2026**

## **Safety Plan**

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## 1. Details of The Competition

<b>Competition Organiser</b>	Burton Regatta Committee
<b>Date of the Competition</b>	11 <sup>th</sup> & 12 <sup>th</sup> July 2026
<b>Contact details</b>	www.burtonregatta.co.uk Info@burtonregatta.co.uk
<b>Competition Venue</b>	The River Trent, Burton-on-Trent
<b>Entries</b>	Entries are made through BROE and close on Saturday 4 <sup>th</sup> July at 1200
<b>Start</b>	Saturday: Leicester Line Bridge Sunday: 400m downstream from Leicester Line Bridge
<b>Finish</b>	100 metres upstream from the Ferry Bridge
<b>Distance</b>	Saturday: 1100m Sunday: 700m
<b>Competition Times</b>	0900-1800, both days. Officials shall be on-site from 0600
<b>Admission Prices</b>	Competitors - £12 per seat, additional £2 if paid on the day Spectators – free, parking £3 per day Camping - £5 per day
<b>Facilities</b>	Refreshments available all day. Running water, shower and toileting facilities available all day.

### Scope of Competitors

- Two-day rowing Competition, each day running as a separate competition.
- All fine boat classes offered.
- Junior, Senior & Masters Competitions offered.
- Typically, up to 500 competitors, in 50 events each day.
- Open to all ability levels.
- The course is wide with two bends and no bridges.
- Race format: Two abreast heats, semi-final, finals.
- British Rowing rules of racing with no local rules

## 2. Competition Organising Committee

<b>Chair</b>	James Hall	07970 238 416
<b>Secretary</b>	Jack Burrows	07351 733 409
<b>Treasurer</b>	James Hall	07970 238 416
<b>Competition Safety Adviser</b>	Mike Wilcox	07745 947 061
<b>Competition Welfare Officer</b>	Fiona Brown	07966 342 160
<b>Entries Secretary</b>	Richard Gipson	07828 144 835
<b>Race Committee Chair</b>	Katie Brown	07796 868 882
<b>Regatta Control</b>	Richard Gipson	07828 144 835

### Responsibilities of the Competition Safety Adviser

- Monitor conditions
- Recording of any safety incidents and reporting to British Rowing
- Advise on the starting, suspension, alteration or abandonment of the Competition.
- The Emergency Response Plan contains details for cancellation of the Competition resulting from serious incidents.

### 3. Racing

#### Boating and Marshalling

- All competitors must comply with the Regatta Safety Plan and the Marshalling and Circulation instructions as indicated on the Course Map.
- Those competitors with long hair should have this tied back in line with RowSafe.
- Crew members should wear appropriate footwear on land and during launch and recovery to protect the feet and reduce the risk of slipping and falling.
- No practising is permitted on the course. Crews wishing to practise should proceed up past the start keeping to the regatta Side and confirm with the start marshal team, keeping well away from the start marshalling areas.
- All crews must bring their boats into the boat marshalling area upstream of the Ferry Bridge and confirm their boats conform to the minimum required standards before going afloat. (Please check your boat prior to proceeding to the boating area to avoid unnecessary delays). In addition, Control Commission Umpires will carry out random checks. No crew that fails these checks, and are not remedied, will be permitted to boat.

- **On leaving the upstream landing stage crews proceed to the start keeping close to the Regatta Side and within the marshalling lane where buoyed. It is vital that any crew proceeding to the start stay close to the bank so as to avoid any collision with racing crews.**

- Crews should continue up past the start into the marshalling areas, complying with any instructions given by course Umpires and being wary of weed growth.
- Start Marshals will call crews onto the start in race order and on their allocated station.

#### The Race

- Red buoys placed down the centre of the racing course indicate the limit of the two racing lanes which the crews should not cross.
- Crews on the Regatta side must stay well clear of the marshalling lane on their Stroke side and be wary of boating crews.
- Crews should take note of the 500m bend, being aware to follow the racing line and check regularly. The bend shall be clearly signposted and buoyed.

#### Finish

- The finish is located around 100m upstream of the Ferry Bridge and crews are instructed to continue downstream under the Ferry Bridge before turning upstream to disembark onto the downstream landing stage.
- Crews wishing to warm down should proceed downstream of the Ferry Bridge but be aware there are tight bends in the river in this area.
- Due to the possible risk from water borne diseases it is requested that coxes and novice winners are not thrown into the river.

## **Reporting of Incidents**

- Any incidents including potential and actual injury or damage to individual or equipment must be reported to the Competition Safety Adviser and the Competition organisers. These will be entered into an incident book and logged onto the British Rowing reporting system.
- **An initial report should be made to Regatta Control.**

## **First Aid Arrangements**

- First Aid cover will be provided by St John's Ambulance who will be based near the boating area.

## **Swimmers**

- **In recent years swimmers have been using the water, particularly around the 500m bend. Although the committee will put in place measures to mitigate and reduce this as much as possible, there is a risk it may occur. Please remain vigilant at all times to anybody in the water and notify your nearest marshal if you observe this in case they are not aware already.**

## 4. Communication

### **Prior to Competition the following third parties shall be informed:**

- Emergency services, including fire and rescue, police and local hospital
- Other river users, including the Speed Boat Club, Canoe Club, Sea Cadets and Angling Clubs
- Local community parties, including East Staffs Borough Council and the Christadelphians (due to the proximity of the event to their meeting point)

The following will be made available to Competitors on the Burton Regatta Association Website ([www.burtonregatta.co.uk](http://www.burtonregatta.co.uk))

1. Map of Burton on Trent & directions to Regatta site
2. Course map with Circulation pattern
3. Competitor's instructions
4. Safety Plan
5. Welfare Plan
6. Draw

### **Documentation**

The following documentation is attached as Appendices:

1. Emergency Response Plan
2. Abandonment Plan
3. Plan B
4. Risk assessment

Course maps showing Circulation pattern, Marshalling instructions, Official, Safety launch and Emergency Access locations are available as separate documents.

### **Communication of cancellation or curtailment of the Competition**

The river and weather conditions will be monitored and assessed prior to, and on the day of the Competition. The Race Committee and Competition Safety Adviser will decide upon the appropriate action to be taken if conditions are deemed to be such that the Competition must be cancelled or curtailed. Decisions made before the day of the race will be communicated to participants on the website and via the contact details submitted via BROE.

Decisions made on the day will be communicated to participants at Regatta Control via PA and radio announcements for those not on the water, or via Safety Launches and Bank Officials for those already afloat.

### **Radio Communication**

If using radio communications, before passing any message, please make sure the airway is free, then press 'talk' button and pass the following type message "start start to finish" and release the button. When the desired contact replies, press your 'talk' button and then pass

on your succinct and clear message. When you finish any message say "over" to receive a reply, and "out" if none is required.

*Do not forget to press your talk button when transmitting, at all other times your talk button must be released to receive incoming calls.*

### **Information for Participants**

- The Emergency Response Plan in the appendix details how to deal with any serious incident.
- All necessary information for the normal running of the regatta will be sent out via email, posted on the regatta website and be available from registration at the start of the Competition.
- Briefings with a representative from each club will be called by announcements over the PA system if and when required.
- Megaphones and radios may also be used by umpires and marshals.
- Programmes are available online via EasyRegatta (app is available on android and iOS)

## 5. Regatta Control

Regatta control will be open from 0730 both Saturday and Sunday morning until close of racing.

Regatta Control will provide a comprehensive information and communication service for visitors to the site, including the following:

- Formal records of Complaints and Compliments from visitors to the Regatta.
- A “Lost and found” service will be provided – receiving and recording any property that may be handed in and obtaining a signature for any property that is reclaimed. Anything of significant value that is not claimed by it’s rightful owner will be passed to the police.
- **Lost children** - care will be taken of children that have become separated from their relatives or guardians. A DBS checked member of the Regatta team will be responsible for the supervision of any lost children until they are claimed by their parent or guardian. The police will be consulted in the case of any child not being returned to parents of guardians after a significant period of time.
- Regatta Control shall keep a record of any accident or incident involving members of the public. Any individuals suffering an accident or injury on site will be referred to the First Aid services on site who will assess the seriousness and provide treatment or referral to other medical services as appropriate.

### Crimes

All crimes must be reported to the Police and a crime number must be obtained. Anyone caught committing a crime should immediately be reported to the police.

## **6.Safety Briefings**

### **Organisers/Umpires, marshals, monitors/safety people, 3rd party services (Rescue Launches / First Aid)**

Safety briefings for Marshals, Safety boat personnel, and helpers at the start and finish will be held prior to the Competition at Regatta Control.

The briefing will cover:

- Roles of individuals
- Timings for the day
- Communication arrangements/mobile phones
- Emergency plan
- Hazards of the course
- Printed instructions and telephone numbers - issued where appropriate.
- Equipment required for each role

All Umpires, Marshals, Safety Boat Personnel, and key Volunteers will receive copies of all the relevant instructions and safety documentation by e-mail in the week prior to the Competition.

## 7.Race Marshals, Monitors and Umpires

All safety monitors should attend a briefing to understand their responsibilities. If noticing a problem related to safety or the smooth running of the Competition they should speak to the participants involved if appropriate but, in any case, report to regatta control.

Car Park	Car park marshals will direct public, competitors, officials and boat trailers to designated parking areas.
Road	Regatta officials shall place cones prior to regatta to make access to the regatta site easier. This only affects trailers. The regatta requires no additional provisions or supervision for other individuals entering the site. These individuals fall under the supervision of the Car Park marshals.
Tow Path	Under direction of Car Park marshals
Embarkation	Monitors to assist and direct embarkation. Also to help advise when it is clear to push off.
Disembarkation	Monitors to assist and direct disembarkation, calling crews to the landing stages as required.
Control Commission	Control Commission Umpires may inspect the boats. They will keep track of which crews have boated.
Start Area	Start Marshals are located in this area and are equipped with radios, rescue equipment and megaphones
On the Course	Bank Umpires are located on the Regatta Side at 200-300m intervals and can monitor the entire course of each race from start to finish. All Umpires are in radio contact with the Coordinating Umpire and have mobile phones, throw lines and thermal blankets.
At the Finish	Umpires will be there to oversee circulation in the finish area and Marshals will oversee disembarkation.

### Safety Boats

Provider of Safety Boats	Made available by BLRC and Trent RC (4 in total)
Location of Safety Boats	See 'Course Map'

Safety Boat Drivers should be competent and hold RYA Level 2 Powerboat qualification.

Launch drivers should check their launch prior to use and ensure safety equipment is available - including throw line and foil lined emergency poncho.

Life jackets should be worn at all times whilst on the water.

**All those who are supporting in a Safety Launch should be aware of their responsibility and need to be alert at all times, to ensure the safety of all competitors.**

## **8. Traffic**

### **Entrances and Exits**

- All public traffic must be directed to enter and exit the Regatta Fields entrance off Watson Street.
- Boat trailers, high and service vehicles shall be directed to enter the regatta site via the service track to the right of the main entrance off Watson Street and then via the roadway onto the regatta site.
- There are a number of routes for the pedestrians to enter the regatta site:-
  - From the Ferry footbridge
  - From the footpath upstream of the regatta
  - From the footpath off St Peters Bridge
  - From the Washlands, pump house, car park

### **Public car parks and trailer park**

- The main public car park is located on the grassed area immediately behind the marquee (shown on the site plan). Vehicles will be directed by marshals.
- A 5 mph speed limit will be displayed on the regatta site access road. Slow Pedestrian warning signage will also be displayed.
- Boat trailer park is situated on the ground between the ferry bridge and the open culvert.
- The public shall proceed to the regatta site on foot via the public footpaths.
- Car park marshal will be on duty on each day of the Regatta. One marshal will control the Watson Street entrance area. Marshals will control access and exit to and from the car park area.

### **Signs for Entrances and Exits**

- Road signs - The site is marked with Brown information signs stating 'Trent Washlands'.
- Site signs - Signage will be displayed regarding directions to the Car Park, Camp Site, Boat Area and Emergency Access to the Main Arena. Speed and warning signs ref pedestrians will be erected on the main access road on the site.

### **Timings onto and off Site**

Service vehicle movements onto and off site are to be monitored by the Site manager. Regatta days - Saturday to Sunday, all vehicles to be moved away from the front of the marquees during the hours of racing. The exception may be any dignitaries that have been invited to attend who will be guided through the pedestrian area by stewards.

## 9. Accident & Emergency Procedures

First aid boxes will be provided in the launches and at the Regatta Control.

**St John's Ambulance** will be onsite to offer support when necessary. These can be contacted via Regatta Control if needed. First aiders will be accessible throughout the day, as above.

Any individuals suffering an accident or injury on site will be referred to the First Aid services on site who will assess the seriousness and provide treatment or referral to other medical services as appropriate.

**Accident Book** – Kept at First Aid post

**Incident Book** – Regatta Control

### Emergency Services

<b>Nearest Hospital with A&amp;E</b>	Burton Queen's Hospital, Burton-on-Trent, DE13 0RB
<b>Travel time</b>	2.5miles, approx. 10mins
<b>Access points (see below)</b>	Main access road from Watson Street, an emergency access road is set-up through the regatta site. Additional access points identified where necessary.
<b>Who will meet and guide Emergency Services</b>	Chair, Competition Safety Adviser or a representative from regatta control.

### Access Points

<b>Position</b>	<b>Postcode</b>	<b>OS Reference</b>
Waterside Road (near start)	DE15 9JL	SK2457021076
Waterside Road (near midcourse)	DE15 9LP	SK 2497521443
The Dingle (near Finish)	DE15 9HF	SK 2538021904
Regatta Control (Trent Washlands) and First Aid	DE14 3AH	SK 2522821949

### Emergency Equipment

Monitors & Umpires will be equipped with megaphones, radios, flags, throwlines & thermal blankets.

## **Pre-Boating Safety Checks**

Onus is on clubs to present boats that conform to the rules of racing. Spot checks will be done by Control Commission umpires.

## **Emergency Control**

The Emergency Control Officer will be the Competition Chair, the Competition Safety Adviser or the person in charge of Regatta Control as appropriate and dependent upon availability. The Emergency Control Officer will coordinate the necessary response to any emergency on the Site. The Emergency Control Officer may send any marshal/committee member to an incident that may require the Emergency Services. They will then radio a report back to the Emergency Control Officer who shall then take the appropriate action. The Emergency Response Plan in the appendix contains additional information on dealing with incidents.

# Appendix 1 - Emergency Response Plan

There will be two-way radios on site, held by Regatta officials, umpires and marshals.

## **Emergency Incidents must be reported immediately when you become aware of it.**

First, alert the Emergency Control Officer (Regatta Chair/Safety Adviser/Regatta Control) on advised channel. The Emergency Control Officer will coordinate appropriate action and ensure the necessary personnel and emergency services are dispatched to the incident. The Emergency Control Officer will liaise with the Competition Safety Adviser and establish the necessary communications structure. All personnel involved with the incident to maintain radio contact on advised channel.

General non-emergency issues should be communicated on advised channel or by telephone. Regatta Control will contact the relevant officer or service via telephone or radio and direct as appropriate.

## **On the Water**

In the event of an emergency, dependent on the severity of the situation, the following procedures should be followed:

- 1. In the event of a serious incident** involving an immediate danger to life the following radio call must be made by the nearest official:

*“Mayday Mayday Mayday All Stations, this is [the Start] My position is [at the 1000m start]. We have [a suspected XX in the XX crew and the crew member is in serious difficulty]. We require immediate assistance from the emergency services. All Stations, this is [the start] Over.”*

Thereafter, all stations apart from ESA, Regatta Control, First Aid and the official on the scene must maintain radio silence until the emergency is resolved. Racing will be suspended and will not resume until confirmation is received from Race Committee Chair via Regatta Control.

- 2. Where there is no immediate danger to life**, though there is a requirement for immediate emergency boat attendance, the following call will be made:

*“pan-pan, pan-pan, pan-pan, this is [the start] We have had a collision between two boats and both are holed. There are no injuries but both crews require assistance to get to a place of safety. All stations, this is [the starter at the start at 1000m] Over”*

The Competition Safety Adviser will be responsible for contacting first aid services or the emergency services as appropriate.

In the event of a capsized crew during a race, proceeding to the start, or in the marshalling area at the start, the nearest umpire will act as the emergency coordinator until the safety officer arrives and will:

1. Advise the safety adviser and all other race officials that it is necessary to suspend the start of any further races (using PAN-PAN, PAN-PAN to alert all officials)

2. Instruct the crew to hold onto the boat and summon the nearest safety launch to assist in the recovery of the crew and boat.
3. Deploy the throw line if considered appropriate.
4. The umpire or safety adviser will advise all officials when racing can restart

In the event of equipment failure or other incident that prevents a crew from racing or completing a race, but which does not require safety launch recovery, the start umpire or nearest umpire will inform all other race officials that the crew is returning along the course but is not racing while it does so.

In the event of equipment failure or other incident that renders the boat unrowable (e.g. a crew becoming stuck in the bank) then the procedure above for capsize should be followed.

The Competition Safety Adviser or other member of the Regatta Committee/Umpire will be responsible for contacting first aid services or the emergency services as appropriate.

## **Land Based Incidents**

These will be controlled initially by those finding the incident who should report it to the Safety Adviser and/or the nearest official who will oversee the appropriate action. First aid services will be available at Regatta Control.

## **Lightning**

In the event of a Lightning Storm, the British Rowing 30/30 rule shall be used. All crews on the water shall be instructed to return to the boating areas as quickly as is safe to do so and safety launches will follow the last boats having ensured all boats are off the water. Race officials will move to a point of safety. Once off the water all should move either under cover (not under metal structures) or into vehicles until the danger of lightning has passed.

## **Actions Subsequent to an Incident**

### **Resumption of Racing**

The Safety Adviser, Race Committee Chair and Welfare Officer/Chair of Competition Organising Committee will decide if and when racing should resume.

### **Communication**

All arrangements will be communicated to competitors, coaches, spectators and officials at the boathouses and via the radio and mobile phone if necessary.

### **Reporting of Incidents**

Any incidents including potential and actual injury or damage to individual or equipment, must be reported to the Competition Safety Adviser and the Competition organiser. These will be

recorded by the Competition Safety Adviser and logged onto the British Rowing reporting system.

## **Site Evacuation**

The site shall be cleared by designated team members (see below) for ease of control and security. This lends itself for the orderly evacuation of the site.

The designated team members are:

- Committee members & marshals
- Car park marshals

Should the site need to be cleared, the Regatta Chair will ensure the Security Officers have escape routes clear and an announcement shall be made over the public address system.

To first alert the designated team members to a potential problem that may require an evacuation the Regatta Chair will instruct the PA announcer to relay an appropriate message. The Regatta Chair will also alert all radio holders with the same message.

If evacuation is necessary the Regatta Chair will instruct the PA announcer to relay the following message over the PA system:

*“Attention Attention, this is an important safety announcement, will all members of the public please make their way to the exits. Please follow instructions issued by the marshals, remain calm and do not run”*

## **Fire**

If you have access to a phone dial 999 immediately and ask for fire services, and if necessary, an ambulance to be sent to Regatta Fields, Off Watson Street, Burton upon Trent, Staffs.

Have someone report the fire to the Regatta Chair/Competition Safety Adviser immediately - Via Radio, or via direct report to Regatta Control.

The Regatta Chair/Competition Safety Adviser must verify that the emergency services have been contacted, if they have not then the Regatta Chair/Competition Safety Adviser must ensure that this is done immediately.

The Regatta Chair/Competition Safety Adviser will instruct stewards to supervise the emergency entry points and communicate the location of the fire in order that they can direct the emergency services to the scene.

### **At the scene of the fire**

Marshals/officers must evacuate the area of the public, exhibitors and competitors to a safe distance away from the scene and where they will not impede the emergency services.

Once the situation is assessed the Regatta Chair/Competition Safety Adviser will designate an appropriate refuge area for public etc well away from the scene, stewards must ensure that no member of public or regatta personnel return to the scene of the fire until the emergency services say it is safe to do so.

The Regatta Chair/Competition Safety Adviser will decide if the circumstances require a full site evacuation, if this is the case then the evacuation procedure above shall be put into place.

When the area is clear and only if it is safe to do so and you have been trained in the use of operating the fire-fighting equipment, attack the fire with the fire extinguishers you will find around the site at the locations marked on the attached site plan. Make sure you use the appropriate type of fire extinguisher. If it is safe to do so, remove any equipment from the vicinity of the fire.

**Remember lives are more important than equipment or belongings and therefore do not take risks.**

## **Appendix 2 - Abandonment Plan**

The Competition takes place on the River Trent. The conditions that would cause the abandonment of the competition or racing would be high water levels, very low water, excess weed growth on the course, debris or severe winds. Of these only high water levels and/or saturated ground on the washlands are likely to cause abandonment in July.

In the week prior to the competition the Race Committee will monitor the river, Regatta site and weather conditions utilising local weather authority forecasts and the Environment Agency website, which provides regular data on water levels and rates of rise at Drakelow Hall upstream of the Regatta course. On the Thursday (or earlier if conditions dictate) prior to the Competition, based on an assessment of likely forecast conditions and following consultation with the Competition Organising Committee, a decision will be made to run or cancel the Competition.

In the event of cancellation all participants will be informed on the website and via the contact details submitted via BROE on the Thursday.

At the start of each day of racing an assessment will be made by the Race Committee based on the fixed and variable aspects of the competition i.e. age, experience / category, 1x, 2x, coxless, front loader, weather, the course, water conditions, other external factors as to what categories are deemed able to race and whether any amendments are to be made to the course. Any restrictions or amendments will be advised to all Club coaches by the Safety Adviser at a meeting to be announced over the PA system.

An ongoing assessment will be made during each day by the Race Committee and any restrictions or amendments will be advised to all Club coaches by the Safety Adviser at a meeting to be announced over the PA system. All marshals, safety launches and umpires will be informed by radio.

The decision to abandon or curtail the Competition in cases of emergency or extreme weather or other conditions will be made by the following officials: Competition Safety Adviser, Race Committee Chair, and Welfare Officer/ Competition Organising Committee Chair.

## **Appendix 3 - Contingency Plans – “Plan B”**

The following arrangements are in place to cover unforeseen failure of safety cover

- Loss of radio communications will be covered by mobile phones. A full list of contact details will be provided to officials and available from Regatta Control.

Absence of Race Marshal, Safety Launch personnel or Umpire support:-

- Any absent Umpires will be covered by officials on standby to take over relevant duties
- Absent marshals or safety launch personnel will be covered by extended shifts or shorter breaks.
- Attendance of Umpires, marshals and launch personnel will be monitored to ensure continuity of cover and a change in shift times/extensions will be made if necessary to cover absence.
- First Aid Services will be present with sufficient qualified staff to ensure at least 2 are always available
- The Safety Adviser will be replaced by a designated deputy