



# Cambridge Autumn Regatta

Cambridge '99 Rowing Club, The Boat House, Kimberley Road, Cambridge, CB4 1HJ  
 Website: <https://www.cambridge99.org/events/autumn>  
 Twitter: @Cambridge99RC | Facebook: <https://www.facebook.com/Cambridge99RC>

## Risk Assessment for Cambridge Autumn Regatta 2025

**Date of event:** Sunday 14<sup>th</sup> September 2025

**Location:** Ditton Meadows, Fen Ditton

**Date of risk assessment:** 16 August 2025

**Assessor's name:** Lianne Stanford, Simon Hoer

### Risk Assessment Matrix

| SEVERITY OF OUTCOME      |                        |                  |                          |
|--------------------------|------------------------|------------------|--------------------------|
| Probability of Accidents | Slightly harmful (Low) | Harmful (Medium) | Extremely Harmful (High) |
| Highly unlikely (Low)    | Trivial Risk           | Tolerable Risk   | Moderate Risk            |
| Unlikely (Medium)        | Tolerable Risk         | Moderate Risk    | Substantial Risk         |
| Likely (High)            | Moderate Risk          | Substantial Risk | Intolerable Risk         |

### Risks and Actions

| RISK LEVEL  | ACTION AND TIMESCALE                                                                                                                                                                                                                                                                                                                                     |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trivial     | No action required                                                                                                                                                                                                                                                                                                                                       |
| Tolerable   | No additional controls are required. Consideration may be given to a more effective solution or improvement.                                                                                                                                                                                                                                             |
| Moderate    | Efforts should be made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with harmful/serious consequences further assessment may be necessary to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures. |
| Substantial | The activity should not be started until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves activity already in progress, urgent action should be taken.                                                                                                                             |
| Intolerable | Activity should not be started or continued until the risk has been reduced. If it is not possible to reduce the risk even with unlimited resources, activity has to remain prohibited.                                                                                                                                                                  |

## Risk Assessment - Water

| Description of Hazard (Risk)                                              | Who might be harmed?                                                                             | Description of what is already being done to deal with the hazard                                                                                                                                                                                                                                                                                                                                      | Probability | Severity | Risk Level | Person(s) responsible for implementing actions                                     |
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| <b>Launching and landing competing boats – risk of handling incidents</b> | <ul style="list-style-type: none"> <li>Competitors</li> <li>Marshalls</li> <li>Public</li> </ul> | <ul style="list-style-type: none"> <li>Boat trailers located near to landing stages</li> <li>Landing stages constructed to give safe and sufficient water access from meadow</li> <li>Boating Marshall in control of movements</li> <li>All boats are checked by the Umpires to ensure they are in a safe condition (buoyancy, bow balls, heel restraints)</li> </ul>                                  | Low         | Medium   | Tolerable  | Boat marshalls<br>Control Commission<br>Umpires                                    |
| <b>Movement of boats – risk of collision and capsize</b>                  | <ul style="list-style-type: none"> <li>Competitors</li> </ul>                                    | <ul style="list-style-type: none"> <li>Competitors are segregated by buoyed lanes</li> <li>Radio communication between finish, start and course Umpires</li> <li>Throw lines provided to Marshalls</li> <li>megaphones provided to Marshalls and bank Umpires</li> </ul>                                                                                                                               | Low         | Medium   | Tolerable  | Boat marshalls<br>Course marshalls<br>Start marshalls<br>Umpires                   |
| <b>Boats going to start zone collide with racing boats</b>                | <ul style="list-style-type: none"> <li>Competitors</li> </ul>                                    | <ul style="list-style-type: none"> <li>Each race is started separately and observed by bank Umpires, any of whom will warn or stop crews racing when safety is at risk.</li> <li>Bank marshalls help keep boats going to race close to the meadow side of the river and control movements at pinch points.</li> <li>Sufficient buoys positioned to mark the end and side of the race course</li> </ul> | Low         | Medium   | Tolerable  | Bank marshalls<br>Umpires<br>Start marshalls<br>Race committee (for course layout) |
| <b>Boats collide with stake boats</b>                                     | <ul style="list-style-type: none"> <li>Competitors</li> </ul>                                    | <ul style="list-style-type: none"> <li>Umpires and Bank marshalls coordinate movement of boats past the stake boats</li> <li>Stake Boat marshalls wearing life vest.</li> </ul>                                                                                                                                                                                                                        | Low         | Medium   | Tolerable  | Midpoint marshalls<br>Start marshalls<br>Umpires                                   |
| <b>Boats assembling for races – risk of collision</b>                     | <ul style="list-style-type: none"> <li>Assembling Boats</li> <li>Competing boats</li> </ul>      | <ul style="list-style-type: none"> <li>Boats assemble upstream of the start under Pre-Start Marshall direction</li> <li>Boats pass upstream under Start marshall direction from the tow-path</li> </ul>                                                                                                                                                                                                | Low         | Medium   | Tolerable  | Start marshalls<br>Pre-Start marshalls                                             |

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| <b>Other river users – risk of collision</b>          | <ul style="list-style-type: none"> <li>Other river users</li> <li>Competitors</li> <li>Safety boat crews</li> </ul>             | <ul style="list-style-type: none"> <li>Date and course agreed with Cam Conservancy</li> <li>Following advised of regatta date: <ul style="list-style-type: none"> <li>Camboaters</li> <li>Local angling clubs</li> <li>Other rowing clubs</li> <li>Other users asked to wait until gap in racing (Cam Conservancy byelaw)</li> </ul> </li> </ul> | Low | High   | Moderate  | Regatta Secretary<br>Boat marshalls<br>Start marshalls<br>Umpires |
| <b>Individual becomes unwell whilst on water</b>      | <ul style="list-style-type: none"> <li>Competitors</li> <li>Stake Boat helpers</li> </ul>                                       | <ul style="list-style-type: none"> <li>Umpires and Start and Finish provided with radio communication</li> <li>Stake boat and helpers appropriately clothed, protected from the sun and rotated</li> <li>Professional First Aid on site, first aid kits available at the start and selected marshalls</li> </ul>                                 | Low | Medium | Tolerable | Start Marshal<br>Umpires<br>Parents of Stakeboat staff            |
| <b>Umpires, Marshalls– heat and rain</b>              | <ul style="list-style-type: none"> <li>Umpires</li> <li>Marshalls</li> </ul>                                                    | <ul style="list-style-type: none"> <li>Provision of water and refreshments</li> <li>Provision of weather protection at start and finish</li> </ul>                                                                                                                                                                                               | Low | Low    | Trivial   | Regatta Secretary<br>Catering                                     |
| <b>Thunderstorm, High Wind, Heavy Rain</b>            | <ul style="list-style-type: none"> <li>Competitors on the water</li> <li>Spectators</li> <li>Umpires &amp; Marshalls</li> </ul> | <ul style="list-style-type: none"> <li>Suspension of event as inclement weather approaches as per BR rule 7-1-1 by race committee</li> <li>Race Committee to decide when to commence racing (if at all) based on BR recommendations</li> </ul>                                                                                                   | Low | High   | Moderate  | Race Control<br>Umpires<br>Regatta chair                          |
| <b>Public ending up in the river (including dogs)</b> | <ul style="list-style-type: none"> <li>Spectators</li> <li>Spectators on towpath</li> </ul>                                     | <ul style="list-style-type: none"> <li>Umpires and marshalls have throw-lines</li> <li>Towpath is a public space and not the responsibility of the regatta</li> <li>Stop Racing until river is cleared</li> <li>Notes to spectators requests dogs on leads</li> </ul>                                                                            | Low | Low    | Trivial   | Umpires<br>Marshalls                                              |
| <b>High river flow</b>                                | <ul style="list-style-type: none"> <li>Competitors</li> <li>Safety Launch</li> </ul>                                            | <ul style="list-style-type: none"> <li>The level of the Cam is controlled by locks at strategic points.</li> <li>Environment Agency levels at Baits Bite Lock checked before the start of racing.</li> <li>EA Alerts set up to notify the regatta chair should it go into flood.</li> </ul>                                                      | Low | Low    | Trivial   | Umpires<br>Regatta chair                                          |

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| <b>Weil's Disease</b>                                              | <ul style="list-style-type: none"> <li>• Competitors</li> <li>• Stake Boat</li> <li>• Safety Boat</li> <li>• Marshalls</li> </ul> | <ul style="list-style-type: none"> <li>• The Cam is a known source of Weil's Disease</li> <li>• All competitors going on the water advised to take care not to swallow water and to ensure open wounds are covered with waterproof plasters.</li> <li>• Competitors advised against swimming or throwing coxes in the River</li> <li>• Capsized competitors (and parents / coaches) will be advised of the symptoms of Weil's disease via race control.</li> </ul> | Low    | High   | Moderate  | Marshalls<br>First Aid<br>Race Control                            |
| <b>Cycle Bridge pylons near railway bridge (Start location)</b>    | <ul style="list-style-type: none"> <li>• Competitors</li> <li>• stake boats</li> <li>• Assistance launches</li> </ul>             | <ul style="list-style-type: none"> <li>• There are new footpaths in the area around the railway bridge and the start</li> <li>• underpass on the Meadow side comes out into the river, but clearly marked</li> <li>• risk of collisions with other craft as it narrows</li> <li>• extra marshalls to help with start zone</li> </ul>                                                                                                                               | Medium | Medium | Moderate  | Umpires<br>Regatta chair<br>Start marshalls<br>Prestart marshalls |
| <b>Competitors borrowing boat from 99s unable to verify safety</b> | competitors                                                                                                                       | <ul style="list-style-type: none"> <li>• Boats lent out to visitors must be checked prior by 99s and handed over in good working order.</li> </ul>                                                                                                                                                                                                                                                                                                                 | low    | low    | tolerable | TBC                                                               |

## Risk Assessment - Land

| Risk                                                                                                                            | Personnel                                                                                         | Mitigation                                                                                                                                                                                                                                                                                                                                                                                                 | Probability | Severity | Risk Level | Person(s) responsible for implementing actions  |
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| <b>Vehicles gaining access to Ditton Meadows colliding with vehicles, equipment or pedestrians or blocking emergency route.</b> | <ul style="list-style-type: none"> <li>Competitors</li> <li>Public</li> <li>Organisers</li> </ul> | <ul style="list-style-type: none"> <li>Access route clearly signed</li> <li>Vehicle access routes and parking segregated from pedestrians</li> <li>Trailer area segregated from vehicle access routes</li> <li>Drivers advised to take care approaching the regatta field</li> <li>Emergency access route clearance ensured throughout the regatta</li> <li>Dedicated parking marshalls all day</li> </ul> | Low         | medium   | Tolerable  | Infrastructure Manager<br><br>Parking marshalls |
| <b>Food hygiene - risk of food poisoning (poor food hygiene)</b>                                                                | <ul style="list-style-type: none"> <li>Competitors</li> <li>Public</li> <li>Umpires</li> </ul>    | <ul style="list-style-type: none"> <li>Food chilled, segregated and wrapped</li> <li>Hygiene standards for food preparation</li> <li>Segregation of food waste</li> <li>Food handlers aware of food hygiene risks</li> <li>Onsite catering vans checked for suitable hygiene certificates/ insurance</li> </ul>                                                                                            | Low         | Medium   | Tolerable  | Food Coordinator<br><br>Catering Team           |
| <b>Marquee and tents - risk of collapsing, catching on fire</b>                                                                 | <ul style="list-style-type: none"> <li>Competitors</li> <li>Public</li> </ul>                     | <ul style="list-style-type: none"> <li>Marquee and Tents erected by competent people/company</li> <li>Checked before and during event</li> <li>Fire Extinguisher and water buckets available at Bar and Race control</li> <li>Outside catering have own fire extinguishers</li> <li>No heating or BBQ equipment in tents</li> </ul>                                                                        | Low         | High     | Moderate   | Regatta Chair<br><br>Infrastructure Manager     |

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| <b>Electrical supply - risk of electrocution</b>                       | <ul style="list-style-type: none"> <li>• Users</li> <li>• Public</li> </ul>          | <ul style="list-style-type: none"> <li>• Electrical system suitable for use</li> <li>• Appropriately earthed</li> <li>• RCD devices integral and tested</li> <li>• Connected and checked by a competent person</li> </ul>                                                                                                                                                                                                                                                                                                                                             | Low | High   | Moderate  | Infrastructure Manager                                                                                     |
| <b>Toilets - risk of blockage, overflow and resulting hygiene risk</b> | <ul style="list-style-type: none"> <li>• Users</li> <li>• Public</li> </ul>          | <ul style="list-style-type: none"> <li>• Toilet provision suitable and sufficient</li> <li>• Checked on a regular basis</li> <li>• Spare alcohol gel and toilet rolls to be topped up through the day</li> </ul>                                                                                                                                                                                                                                                                                                                                                      | Low | Low    | Trivial   | Water Safety Officer<br><br>Parking Marshalls                                                              |
| <b>Landing stage - risk of collapse or damage</b>                      | <ul style="list-style-type: none"> <li>• Competitors</li> <li>• Marshalls</li> </ul> | <ul style="list-style-type: none"> <li>• Landing stage uses special supporting steel framed cribs</li> <li>• Landing stage built under the supervision of experienced people</li> </ul>                                                                                                                                                                                                                                                                                                                                                                               | Low | Low    | Trivial   | Infrastructure Manager                                                                                     |
| <b>Umpires' towers - risk of collapse</b>                              | <ul style="list-style-type: none"> <li>• Umpires</li> </ul>                          | <ul style="list-style-type: none"> <li>• Towers borrowed from St. Neots RC, purpose built and sufficient for Umpire views</li> <li>• Assembled and transported under supervision of experienced people</li> </ul>                                                                                                                                                                                                                                                                                                                                                     | Low | Medium | Tolerable | Infrastructure Manager                                                                                     |
| <b>First Aid and Emergency Provision</b>                               | <ul style="list-style-type: none"> <li>• Competitors</li> <li>• Public</li> </ul>    | <ul style="list-style-type: none"> <li>• Professional First Aid Cover will be on site at all times</li> <li>• Emergency Plan in place</li> <li>• Radio communications between First Aid and Race Committee</li> <li>• Public Address system to relay safety information, if weather turns poorly, or we need to contact particular people quickly</li> <li>• BROE2 contacts confirmed on the day</li> <li>• Cambridgeshire Fire and Ambulance advised of the day and location the week prior</li> <li>• Cambridge Constabulary made aware prior to the day</li> </ul> | Low | High   | Moderate  | Water Safety Officer<br>Race Committee<br><br>Race control<br>(contact details when numbers are collected) |

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| <b>Cycle Bridge near railway bridge</b> | <ul style="list-style-type: none"> <li>• Coaches</li> <li>• Marshalls</li> <li>• Umpires</li> </ul>                                           | <ul style="list-style-type: none"> <li>• The Cycleway below the railway bridge is open</li> <li>• Caution needed to be aware of cyclists on the path at speed</li> <li>• Regatta members need to be aware there are separate foot and cycle lanes over the bridge</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                    | Low    | Low  | Trivial  | Umpires<br>Regatta Chair<br>Start marshalls<br>Prestart marshalls                          |
| <b>Fire to ground/landscape</b>         | <ul style="list-style-type: none"> <li>• Competitors</li> <li>• Public</li> <li>• Marshalls</li> <li>• Umpires</li> <li>• Caterers</li> </ul> | The land is very dry due to lack of rain. <ul style="list-style-type: none"> <li>• Emergency Plan in place</li> <li>• Radio communications between Race control and Marshalls</li> <li>• Public Address system to relay safety information quickly</li> <li>• Cambridgeshire Fire and Ambulance advised of the day and location the week prior</li> <li>• Cambridge Constabulary made aware prior to the day</li> <li>• All visitors asked to smoke only in their vehicles. It will be a non-smoking site.</li> <li>• Parking Marshalls to have access to Fire extinguishers for parked cars</li> <li>• Fire meeting points will be emphasised in the advisory notes</li> </ul> | Medium | High | Moderate | Race Committee<br><br>Infrastructure Manager<br><br>Parking Marshalls<br><br>Catering Team |