Blues Point Yacht Club
Risk Assessment and Management for Yacht Racing on Sydney Harbour 2019-2020
(Version 2 (29 Sep 2019))

Introduction

NSW Roads and Maritime Services (RMS) requires clubs organising aquatic events to provide an Operational Plan, Risk Assessment and Prior Notification. This document details BPYC's Risk Assessment and Management.

Risk assessments were introduced in the UK and to simplify the administrative burden on clubs, The Royal Yachting Association (RYA) provided standard Risk Assessment forms for all clubs.

Blues Point Yacht Club has modeled its Risk Assessment on the RYA model.

The RYA standard forms divide events into Major, Medium and Minor Impact events according to the size of the event and the likely impact it will have on harbour operations.

For full details of RYA Risk Assessment visit web site www.rya.org.uk.

In addition to the above, to cover specifics of Blues Point Yacht Club's races on Sydney Harbour, a detailed risk assessment of specific risks was performed as per Australian Sailing's Club Risk Management Handbook.

For full details of Australian Sailing Risk Management recommendations visit web site https://www.sailingresources.org.au/home/.

RYA Definition of Events

Major Event
A major event is one which is likely to have a major impact on the operation of the Harbour, requiring special arrangements agreed in advance with the Harbour authority, for which a full risk assessment should be prepared, in consultation where appropriate with the emergency services.

Medium Event
A medium event is one having a noticeable impact on the operation of the Harbour but for which the Harbour authority would not need to consider special arrangements in advance, and for which a standard 12-month risk assessment can be used.

Small Event
A small event is one having no or little impact on the operation of the Harbour and with minimal risks to non-participants.

Blues Point Yacht Club has categorised its sailing events as Medium Events.

RYA Medium Event Control Measures

The RYA recommends the following standard measurement form for risk assessment of Medium Events.

Where these measures do not apply to Blues Point Yacht Club events and Sydney Harbour, they are marked as Not Applicable.

1. Planning

Ref No.	Factor	Management
1.1	Predicted tide, wind direction, wind strength, and swell	Consider in regard to anticipated yacht types in fleet when setting course.
1.2	Limit competitor numbers	Match entry numbers to resources.
1.3	Planning of starting sequence	Avoid other major race dates.
1.4	Advance briefing of race management	By oral briefing and/or written instructions.
1.5	Advance safety briefing with authorities	Not Applicable.
1.6	Shipping movement monitoring	Notify competitors in NOR of significant and known movements (ref www.portauthoritynsw.com.au/sydney-harbour/daily-vessel-movements).
1.7	Weather monitoring	Use forecasts to decide whether to proceed.
1.8	Manning	Ensure competent personnel for race management.
1.9	Emergency/contingency procedures	Establish an action plan for emergencies.
1.10	Ambulance pick-up points	The nearest of the following to the vessel requiring assistance are the designated pickup points: Manly Wharf CYC – Rushcutters Bay RSYS – Kirribilli Skippers will liaise with the appropriate authorities and act under their direction.
1.11	Media management	Any media queries and comments to the media to be directed to, and made by, Commodore or Vice-Commodore only.
1.12	Race management team welfare	Ensure race management volunteers are equipped for the event.

2. Communications

Ref No.	Factor	Management
2.1	Notice of Race (NOR)	Specify conditions and safety requirements to competitors.
2.2	Sailing instructions/Amendments	See "BPYC Sailing Instructions 2019-2020".
2.3	Safety briefing	Not Applicable.
2.4	Competitors' shore contacts	Not Applicable.
2.5	Shore signals	Not Applicable.
2.6	VHF radio announcements	Published VHF channels (77 with 72 as alternative) for announcements.
2.7	Communications with authorities	Sydney Vessel Traffic Services (VTS) (VHF Ch 13) and/or other authorities as appropriate .
2.8	Mobile Telephone and VHF	Communication with race management and authorities. Mobile phone numbers for each yacht in the event, and starter, are published in NOR.
2.9	International Collision Regulations	For right of way between racing and non-racing traffic.

3. Control Measures Before Start

Ref No.	Factor	Management
3.1	Safety inspections	Annual audit of yachts' compliance with AS Category 7 and BPYC Addendum – Other Safety Equipment Requirements.
3.2	Marshalling and patrol boats	Not Applicable.
3.3	Competitor marshalling area	Not Applicable.
3.4	Abandonment or postponement of starts	In the event of commercial or other traffic or Bureau of Meteorology Strong Wind Warning for Sydney Closed Waters.
3.5	Length of starting line	Matched to competitor numbers per Australian Sailing recommendations.
3.6	Ferry traffic	Compliance with RMS requirements.

4. Additional Control Measures after Start and During Race

Ref No.	Factor	Management
4.1	Abandonment	In the event of adverse weather and other factors.
4.2	Shortening course	In the event of lack of wind or other factors such as approaching time limit.
4.3	Race observers	Not Applicable.
4.4	Escort vessels	Not Applicable.
4.5	Monitoring of wind/sea conditions	From Race Committee boat, weather forecasts and reports.

5. Additional Control Measures at Finish

Ref No.	Factor	Management
5.1	Finishing line length	Matched to competitor numbers per Australian Sailing recommendations.
5.2	Retirement monitoring	By Race Committee boat or designated starter/finisher.
5.3	Harbour patrol	Not Applicable.
5.4	Race declaration	Boats report in after race to monitor all finishers.
5.5	Use of Engine	Boats to clear line after crossing the finishing line.

Risk Assessment Specific to Blues Point Yacht Club Races

Potential Risk	Likelihood	Severity	Risk Rating	Treatment	Responsibility
Collision with other BPYC yachts	D	D	4 (Minor)	1. Maintain small racing fleets. 2. Extend start line when required. 3. Ensure all competitors are aware of the AS Racing Rules of Sailing 2017-2020. 4. Ensure all competitors are aware of the BPYC Sailing Instructions. 5. Ensure all competitors are aware of the BPYC Course Instructions.	Committee of Management Race Committee Committee of Management Committee of Management Committee of Management
Collision with other traffic	D	D	4 (Minor)	1. Ensure all competitors are aware of the AS Racing Rules of Sailing 2017-2020. 2. Ensure all competitors are aware of the BPYC Sailing Instructions. 3. Ensure all competitors are aware of special Sydney Harbour regulations, including shipping lanes, ferry routes (Orange Diamond), RAN Naval protection areas etc.	Committee of Management Committee of Management Committee of Management
Severe Weather	B	D	3 (Medium)	1. Abandon Race 2. Procedures defined in Sailing Instructions 3. Entrants to radio / phone in acknowledgement 4. Entrants to radio / phone in on return to mooring/marina	Race Committee Committee of Management Race Committee / Entrant Race Committee / Entrant
Whales in Harbour	C	D	3 (Medium)	1. Abandon Race if necessary 2. Ensure all competitors are aware of regulations relating to distances off for whales. 3. Contact Sydney VTS (VHF Ch 13; 9296 4999)	Race Committee Committee of Management Race Committee / Entrant

Likelihood Scale

Rating	LIKELIHOOD The potential for problems to occur in a year
A	ALMOST CERTAIN: Will probably occur, could occur several times per year
B	LIKELY: High probability, likely to arise once per year
C	POSSIBLE: Reasonable likelihood that it may arise over a five-year period
D	UNLIKELY: Plausible, could occur over a five to ten-year period
E	RARE: Very unlikely but not impossible, unlikely over a ten-year period

Severity Scale

Rating	POTENTIAL IMPACT In terms of the objectives of the organisation
A	CATASTROPHIC: Most objectives may not be achieved, or several severely affected
B	MAJOR: Most objectives threatened, or one severely affected
C	MODERATE: Some objectives affected, considerable effort to rectify
D	MINOR: Easily remedied, with some effort the objectives can be achieved
E	NEGLIGIBLE: Very small impact, rectified by normal processes

Risk Priority Scale

		A	B	C	D	E
				IMPACT		
		A	B	C	D	E
LIKELIHOOD	**A**	Extreme (1)	Extreme (1)	Major (2)	Major (2)	Medium (3)
	B	Extreme (1)	Extreme (1)	Major (2)	Medium (3)	Minor (4)
	C	Extreme (1)	Major (2)	Major (2)	Medium (3)	Minor (4)
	D	Major (2)	Major (2)	Medium (3)	Minor (4)	Minor (4)
	E	Medium (3)	Medium (3)	Minor (4)	Minor (4)	Minor (4)

Key:

Risk Rating	Description
1	Extreme risks that are likely to arise and have potentially serious consequences requiring urgent attention.
2	Major risks that are likely to arise and have potentially serious consequences requiring urgent attention or investigation.
3	Medium risks that are likely to arise or have serious consequences requiring attention.
4	Minor risks and low consequences that maybe managed by routine procedures.
5	Use this to note a risk that does not apply to your organisation.