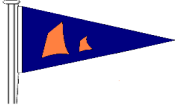


## BEER LUGGERS CLUB

## SAFETY POLICY

BLC Document Reference : BLC SP 01

Date of Amendment	Version Ref	Document Control - Details of Amendment	Review By
April 2019	Version 1	New Document – BLC SP 01	N.D.



## Safety Policy

### Introduction

1. The Beer Luggers Club is a private members' club run in accordance with the Club Rules by the Club Executive Committee.

### Statement of Intent

2. The Beer Luggers Club provides a base from which its members can participate in the Club's objective of '*facilitating the sport and art of lugger racing*'.

3. The Committee's intention is to run, maintain and operate its activities, facilities and equipment in such a way as to provide as safe an environment as possible, for the Club members and members of the public using the area for which the Club is responsible.

4. The Club's safety facilities are maintained to a high standard with a process of continual upgrading. The committee will prioritise funding to support this policy.

### Club Responsibilities

#### The Commodore

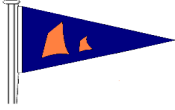
5. The Commodore, through the Flag Officers responsible for each of the Club's areas of operation, is responsible for ensuring that the Club operates in accordance with the above "statement of intent".

6. He / she is responsible for overseeing any internal investigations into any accidents and incidents.

#### The Club Flag Officers

7. The Flag Officers are required to:

- (a) Identify the main hazards likely to be encountered by members of the Club taking part in organised Club activities or using the Club's equipment or facilities. They are also to identify any hazards to members of the public legitimately using the area for which the Club is responsible.
- (b) Produce (or cause to be produced) risk assessments for each of these hazards,
- (c) Establish control measures to reduce the likelihood of an accident occurring as a result of the hazard to the lowest practical level.



- (d) Promulgating the risk assessments and the control measures to be employed to those likely to be effected by exposure to the hazard.
- (e) Monitoring the safety systems that have been put in place.

### **The Club Secretary**

**8.** The Club Secretary is responsible for:

- (a) Auditing compliance with this policy and is accountable to the Commodore for its implementation.
- (b) Reporting accidents and incidents in accordance with RIDDOR requirements.
- (c) Ensuring that an Accident Book is maintained for the Club and ensuring that all accidents and incidents are investigated internally to determine any "lessons to be learnt".
- (d) Promulgating any "lessons learnt" to the appropriate sections of the Club.
- (e) Ensuring that the Club Health and Safety Policy is reviewed annually.
- (f) Keeping and maintaining a register of the Club's Risk Assessments and holding the "master" copies of these.
- (g) Promulgating the Club Health and Safety policy to the membership.

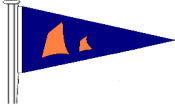
### **Members Responsibilities**

**9.** Within this framework the Club has a duty of care to its members to provide activities that are organised and managed in a safe and responsible manner, whilst allowing members to enjoy their chosen activity without undue legislation.

Equally the Club expects members to pursue their activities in a safe and seamanlike way. All Club members have a duty of care for their fellow members and members of the public using the Club area. To this end they have a responsibility to ensure that their personal belongings and equipment are stored, moved, maintained and used in such a way that they do not endanger other members of the Club or the public.

**10.** In promoting Lugger Racing the Club actively encourages training at all levels to ensure its members are best served with current training standards as defined by the Royal Yachting Association. In addition, informal training with regard to the Club's equipment is provided to support Lugger Racing.

**11.** This policy does not apply to the way in which members use their own boats when afloat. This is a matter for each owner / skipper with any matters of regulation or legal compliance being the responsibility of the Maritime Coastguard Authority (MCA).



## Risk Assessment

**12.** Participation in water sports is not without risk, the Club recognises this and through a process of risk assessment and evaluation aims to mitigate potential hazards to an acceptable level:-

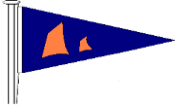
- In managing the safety aspects of Lugger Racing, the Club has risk assessed the following core activities:-
  - Lugger Racing – at sea
  - Launch & Retrieval of boats
  - Winch Operations
- Having identified the potential risks within these groups mitigating actions have been developed to ensure safety is paramount in all BLC activities.
- The process of risk assessment is ongoing and under continual review. As pursuits evolve and change RAs should be evaluated to ensure they are relevant and where necessary new RAs produced to cover changing activities.

## Implementation

**13.** Having evaluated the risks, the Club has implemented a series of safety and control measures applicable to specific activities. These are encompassed in the **Luggers Safety Code**, providing guidance to the membership.

**14.** Safety and control measures are regularly reviewed to ensure they remain relevant to the activities undertaken. The monitoring and review process is part of regular safety inspections and is an integral part of the Club's audit process, adding value to its safety awareness.

**15.** The Club maintains an **Accident Record Book**. Members have a responsibility to report all accidents, incidents and near misses. These should be recorded so that a full review and or investigation can take place, and where possible; lessons learnt.



## Reference

**16.**The BLC website is central to communicating information to the membership and referencing Club documentation.

**17.**BLC maintains a formal Master Document Register in which lead documents concerning safety are registered. Principally the **Safety Policy**, **Risk Assessments** and **Safety Code** are listed and maintained in a controlled manner with periodical reviews. These are available to the membership via the website.

**18.**The BLC Committee actively reviews events to ensure they are conducted in accordance with current safety guidance. Additional supporting information may be viewed via the website in terms of sailing instructions, guidance notes, Club byelaws and BLC meeting minutes.

**19.**Regular news letters promote training opportunities to encourage the membership to improve and update their seamanship skills.

## Reviewing this Safety Policy

**20.** This policy is to be reviewed annually and endorsed by the Executive Committee.

**Reviewed 5<sup>th</sup> April 2019**