

RISK REVIEW SCHEDULE : Maintenance Committee activities plus site, pontoons, buildings, club boats

	What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action when?	Done
1	Asbestosis	Members, Visitors, Cleaner	Survey in 2004 identified low risk only . Warning signs in place again from 2010. Floor is covered. Ceiling removed under controlled conditions 2018				
2	Play Equipment Failure	Children	HSC maintenance and inspection schedule in place.				
3	Building Structural Failure	Members, Visitors, Cleaner	Annual check				
4	Site & Building Trip Hazards	Members, Visitors, Cleaner	Slabs are levelled as required. Other surface imperfections are dealt with as they arise by the maintenance team. "Near miss" reporting is encouraged.				
5	Fire	Members, Visitors, Cleaner	No smoking in buildings or near fuel store, extinguishers and fire blanket are supplied. Fire Action Procedure in place, Emergency Lights fitted				
6	Chemical hazards: especially children	Members, Visitors, Cleaner	Lockable storage in galley				
7	Power Tools	children	Power tools are stored out of sight				
8	Falls from height: especially children	Members, Visitors, Cleaner	Requirement for children to be supervised. Highest platform to race office is adequately barriered.				
9	Drowning from pontoons/foreshore/club boats	Members, Visitors,	Buoyancy aid rule is in place and supported with signs.				
10	Vehicle collision with gas tank and consequent fire	Vehicle driver and bystanders	Steel barrier erected. Car parking orientation directs vehicles away from the tank.				
11	Scalding from hot tap water	Members, Visitors, Cleaner	No hotter than a domestic system which is an accepted hazard. Temperature is set at a level which inhibits legionella.				
12	Fall from entrance steps	Frail persons	Handrail fitted 2005				
13	Hit head on roof outside bar exit	Persons exiting rapidly as in an	Rope barrier fitted 2008.				

		emergency					
14	Slipping hazard on slopes	Members, Visitors,	Steps and planted obstructions are provided on grass slopes + planted obstacles				
15	Moving heavy weights	Maintenance team	Ensure sufficient people to share load. Hoist and jacks available				
16	Legionella	Members, Visitors, Cleaner	Lid fitted to tank in 2005. Clean shower heads periodically incorporated in cleaning schedule in 2004. Hot supply is maintained above 50 deg, Draw off from header tank is sufficient to avoid stagnation in hot weather. Advice sought from local authority in 2004. New tank fitted with plumbing revised law surveyors recommendations System now allows for drain down and flush				2020
17	Fall from Ladder	Maintenance Volunteers	Ladders inspected regularly. HSE guidance note provided on rack.				2017
18	Cars rolling into the clubhouse.	Members, Visitors,	Car park re-arranged so that cars park at right angles to this slope				
19	Injury from petrol strimmer	Members	Self certified users				
20	Injury from misuse of lawn mower	Members	Mower is of domestic size only, NOT self propelled, and incorporates modern safety features				
21	Injury from Angle Grinder	Maintenance Volunteers	Use restricted. Grinder is normally out of sight. PPE available				
22	Fire arising from transport of fuel	Fuel Collector	New steel cans UN certified and marked UN 1203 with flammable diamond. Dedicated trailer in 2007 to separate driver from hazard, trailer partitioned and netted to keep cans upright and prevent seepage. Driver and others have attended course on ADR fuel transport regulations and hazards. Driver is supplied with a 2Kg fire extinguisher as required by regulations.				
23	Fume hazard arising from transport of fuel in enclosed vehicle space	Fuel Collector	Use of trailer provides ventilation and prevents concentration of vapours.				
24	Manual handling of fuel containers during transport	Sailors and duty crew	Trailer provided with drop down tailgate to limit lift.				
25	Wire netting on pontoons presents wire ends which impale fingers.	Sailors and duty crew	Laid to avoid a slip hazard.. Edges battened to cover sharp ends. "Marina Deck" fitted to Naseby pontoon.				

			Concrete decked pontoons acquired which do not require netting.				
26	Wire netting has gaps and edges which can present a trip hazard	Sailors and duty crew	Recently laid to avoid a slip hazard.				
27	Fire exits obstructed by picnic tables and chairs.	Members, Visitors, Cleaner	Vigilance of committee members. Signs now fitted				
28	Algae on slabs - slippery	Members, Visitors, Cleaner	Pressure wash by winter work party				
29	Trees shedding branches	Members, Visitors	Anglian Water survey trees on an annual basis. Trees arousing concern are reported to AW Ranger who acts quickly.				
30	Falling off steel tank pontoon	Members, Visitors	Handrails on approaches. Buoyancy is stipulated. Stability increased by doubling length				
32	Slipping on portable pontoon	Junior Courses	Pressure washed before use. Limited use only.				
33	Fall from tender onto pontoon – inadequate buoyancy and stability	Duty Crew	New boat acquired 2016 specifically to gain stability.				
34	Person without buoyancy falls from pontoon into deep water	Trespassers	Electric Gates limit public entry. Signs to wear personal buoyancy. High freeboard pontoon fitted with drag ropes				2017
35	Injury from pressure washer		Self certification and eye protection stipulated.				
36	Broken Glass in recycling bin can result in cut hands	Members	Warning sign provided				2017
37	Slip hazard on steep edges of Laser slipway	Members, Visitors	Warning sign provided				2017
38	Dead Tree could fall	Members	Landlord inspects tree annually				2017
39	Sharp edges on Blade (oars) Store cover	Members	Sharp corners have been folded over				2017
40	Committee boat electric winch low probability entrapment hazard	ADO	Guard Fitted over drum				2019
	END						

RECENT REVISION HISTORY

ISSUE:	I	No Change	M Playle	May 2013
ISSUE:	I	No Change	M Playle	May 2014
ISSUE:	K	33 and 34 added	M Playle	June 2015
ISSUE:	L	16 revised. 30 reworded. 31 risk removed. 33 updated. 35 added.	M Playle	June 2016
ISSUE:	L	Reformatted to current HSE template so as to remove quantitative assessment as stipulated by RYA inspector.	M Playle	May 2017
ISSUE:	M	37 to 40 added	M Playle	June 2017
ISSUE:	N	Numbering corrected – 36 was missing. 34, 36 – 39 Proposed Mitigations moved to the “What is being done” column. 40 is new.	M Playle	June 2019
ISSUE:	O	16 – Legionella – new tank, plumbing and operating procedure arising from findings of professional survey 40- Guard added to winch as mitigation	M Playle	June 2020

Layout taken from combined risk assessment and policy template published by the Health and Safety Executive 08/14