

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.				
2	Play Equipment Failure [Recently Re-instated]	Children	ROSPA inspection and 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 emergency	Rope barrier fitted 2008.				
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.				
17	Fall from Ladder	Maintenance Volunteers	Ladders inspected regularly	Provide HSE guidance note	M Playle	July 2016	July 2016
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.	Fit high freeboard pontoon with drag ropes	M Playle	July 2016	July 2016
35	Injury from pressure washer		Self certification and eye protection stipulated.				
37	Broken Glass in recycling bin can result in cut hands	Members	Nothing	Warning sign	M Playle	July 2017	
38	Slip hazard on steep edges of Laser slipway	Members, Visitors	Nothing	Warning sign	D Blackburn	June 2017	June 2017
39	Dead Tree could fall	Members	Landlord inspects tree annually	Ask Landlord to review in interim	M Playle	June 2017	June 2017
40	Sharp edges on Blade (oars) Store cover	Members	Nothing	Fold or cover edges	Rowers	June 2017	
	END						

RECENT REVISION HISTORY					
	ISSUE:	I	No Change	M Playle	May 2013
	ISSUE:	I	No Change	M Playle	May 2014
	ISSUE:	K	33 an 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

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