



East Cowes Sailing Club

Risk Assessment June 2019

Section 1 Main area of Concern; - <ul style="list-style-type: none"> • Persons within Club Property / Club Environments, using Club facilities. See below for specifics: - • Risk of personal harm / injury or loss of life. • Risk of damage to or loss of property / boats etc. Key Requirements; - <ul style="list-style-type: none"> • Liability insurance – Officers / Club. • Property Insurance. • Risk prevention / minimisation strategies, see below: - 					
Location / Focus of Known Risk.	Description of Risk / Nature of Risk.	Initial Risk Score.	Remedial Action(s) and Named Lead Officer for checks.	Revised Risk Score after remedial actions.	Planned Review point /date.
N.B. Risk Score based on – Probability Rating (0-5) X Severity of outcome / Consequences Rating (0-5)					
Walk ashore pontoons.	Deep water Hammer Head pontoon with open walkway. – risk of drowning.	3 x 5 =15	1. Centre support rail 2. Safety notices. 3. Rescue gear. (Maintain and check safety ladder) 4. Maintain decking.	2 x 5 =10	Monthly H&S check.
Responsibility – All users / RC Stores /VC House					
	Slippery decking when wet – falls related injuries or drowning.	4 x 5 =20	1. Regular cleaning. 2. Signage. 3. Safety checks to keep clear of hazards.	2 x 5 =10	Monthly H&S check.

			4. Suitable footwear		
Responsibility – Health and Safety Officer / All users.					
	Damage to structures from insecure boats / unsatisfactory fendering. Third party injured	4 x 4 =16	<ol style="list-style-type: none"> 1. Monthly Integrity check of all small boat mooring ropes and fendering. 2. Compliance instructions to owners regarding mooring requirements. 	2 x 4 =8	Monthly check
Responsibility – RC Stores and mooring holders					
	Piling and / or main pontoon failure, risk to moored craft and harm to individuals.	3 x 4 =12	<ol style="list-style-type: none"> 1. Check and replace wear blocks. 2. Check and replace mechanical joints. 3. Check and replace decking and fixings. 	2 x 4 =8	Monthly check
Responsibility – RC Stores and Maintenance Team					
	Steep Gangway slippery when wet – risk of falls injury or drowning.	4 x 5 =20	<ol style="list-style-type: none"> 1. Regular Cleaning and repair of the decking to maintain in good condition. 2. Hand rails to gantry. 3. Signage to alert users to potential risk. 4. Children to be supervised by an adult at all times. 	2 x 5 =10	Monthly H&S check.
Responsibility – Health and Safety Officer					
Mud Berths and standalone pontoons.	Access to moored boats by tender – risk of capsize, resulting in injury or drowning.	4 x 5 =20	<ol style="list-style-type: none"> 1. Club members and visitors are advised to wear life vest and appropriate clothing and footwear. 2. Boarding via fixed ladder arrangements on craft where possible. 3. The use of safety lines to be encouraged. 	2 x 5 =10	Each Event
Responsibility – All members					
	Ground tackle failure. Harm to third party	4 x 4 =16	<ol style="list-style-type: none"> 1. Periodic visual inspection, with repair or replacement as appropriate. 2. Discontinue use if unsafe. 	2 x 4 =8	Annual
Responsibility – RC Stores and Maintenance Team					

	Riser Gear and mooring rope failure with loss or damage to craft. Harm to third party	4 x 4 =16	<ol style="list-style-type: none"> 1. Periodic visual inspection, with repair or replacement as appropriate by the stores team. 2. Secondary strops to be used to take loads in the event of the primary strops failing. 3. Owners to attend craft and check lines at regular intervals 4. Discontinue use if unsafe. 	2 x 4 =8	Monthly check
Responsibility – RC Stores and Mooring Holders					
Slipway.	Slippery when wet and muddy / untreated weed growth. Harm of slips and falls and stuck in mud	4 x 3 =12	<ol style="list-style-type: none"> 1. Weekly cleaning Programme. 2. Chemical treatment to minimise weed growth. 3. Hazzard Notices. 	2 x 3 =6	Weekly check
Responsibility – Maintenance Team					
Winch Gear.	Electric winch and manual mechanical winch with exposed mechanism, plus tackle such as hawsers and blocks giving rise to risk of serious injury, trip falls, electrocution.	4 x 5 =20	<ol style="list-style-type: none"> 1. Hand winch maintained out of service / secured. 2. Trained and authorised winch operators only. 3. Annual testing and certification of all gear, (External Contractor). 4. Electric winch caged and secured when out of use. 5. Banksman to supervise use. 6. Hazard notices. 7. Active management of by-standers clear of hazards. 	2 x 5 =10	Monthly check
Responsibility – RC Stores and VC House					
Club and Private, static and mobile boat cradles.	Structural failure of cradle / supports / wheels etc. Boats toppling. Physical harm / injury to operative when siting / removing boats or moving cradles with or without boats onboard.	4 x 5 =20	<ol style="list-style-type: none"> 1. Appropriate selection and authorisation of boats for yard storage. 2. No unauthorised use of cradles on Club property. 3. Use of Club Cradles only or a privately-owned cradle by approved exception only. 	2 x 5 =10	Monthly checks

			<ol style="list-style-type: none"> 4. Suitability checks and approval of cradle to ensure that it is fit for purpose. Continued: - 5. Regular Engineering checks and repairs or replacement of all Club cradles as appropriate. 6. No shoring of fin-keeled boats in the yard. 7. Monitoring of safe practice by Stores Officers. 		
Responsibility – RC Stores and Maintenance Team					
Boat Jacks.	Weight and utilisation present as a potential health hazard	4 x 4 =16	<ol style="list-style-type: none"> 1. Use of safe lifting techniques. 2. Transporting to and from storage area on sack truck or similar to eliminate manual handling of heavy load. 3. Experienced operative only to use jacks. 	2x 3 =6	Monthly checks
Responsibility – RC Stores and Designated Yard Team					
Boat movements within the yard.	Potential for mechanical failure of equipment. High loads and moving steel framework / wheels could cause injury to bystanders if not vigilant.	4 x 4 =16	<ol style="list-style-type: none"> 1. Experienced and authorised operatives to manage all aspects of boat moving and the use of ancillary equipment within the yard. 2. Banksman to be present at all times. 3. P.P.E. to be worn and yellow vest. 4. Hazzard notices. 5. Active management of onlookers / personnel. 	2 x 4 =8	Monthly checks
Responsibility – RC Stores and Designated Yard Team					
Yard Tractor.	Safe operation requires knowledge and skill of how to operate especially when manoeuvring boats on a mobile cradle in close proximity to people and yard equipment. Potential harm to club members and damage to club equipment.	3 x 4 =12	<ol style="list-style-type: none"> 1. To be used by designated experienced operatives. 2. Banksman to be present during boat moves. 3. Key to be locked away when stored to prevent unauthorised use and for general security of the tractor. 	2 x 4 =8	Each Event

Responsibility – RC Stores and Designated Yard Team					
Storage Sheds.	Risk of injury due to lack of natural light, and clutter of stored items.	3 x 4 =12	<ol style="list-style-type: none"> 1. Maintain artificial lighting. 2. Active approach to decluttering and disposal of abandoned items. 	2 x 4 =8	Weekly Checks
Responsibility – All users					
Outboard motor Store	Loss of property in storage. Fire Risk associated with fuel storage.	3 x 5 =15	<ol style="list-style-type: none"> 1. Purpose build storage building – both secure and fire resistant. 2. Locked Secure fire-resistant door. 3. Organised storage plan. 4. Authorised access only. 5. Clear Bye-Laws for to ensure compliance with security and fire safety. 6. Minimal fuel storage (integral tanks only). 7. Lighting – ignition control. 	2 x 5 =10	Monthly
Responsibility – All Users / RC Stores and General Committee					
Fuel Storage	Fire Risk	4 x 5 =20	<ol style="list-style-type: none"> 1. Purpose build storage cabinet (steel) 2. Open air setting. 3. Caution notices. 4. Authorised access only. 	2 x 5 =10	Monthly
Responsibility – All Users / RC Stores and General Committee					
Gas Bottle storage	Fire Risk	3 x 5 =15	<ol style="list-style-type: none"> 1. Open air storage in approved cage. 2. Bottles secured. 3. Caution Notices. 4. Isolation valves. 	2 x 5 =10	Weekly
Responsibility – All Users / RC Stores and General Committee					
Open yard areas.	Risk of falls and injury if not vigilant, (e.g. variations in level of concrete walkways and stored boats and cradles etc. forming obstacles).	4 x 3 =12	<ol style="list-style-type: none"> 1. Nosing of ridges on flat concrete walkways and steps painted to highlight. 2. Clear marked walkways. 3. Protection on large protruding obstructions. 	2 x 3 =6	Weekly

			<ul style="list-style-type: none"> 4. Notice to members regarding yard practices to minimise hazards to others. 5. Waste and flotsam clearance. 6. Slippery surfaces notices. 		
Responsibility – All Users / RC Stores and General Committee					
Centenary Room.	Slip / trip hazard on wet access stairs / ramp / balcony.	3 x 4 =12	<ul style="list-style-type: none"> 1. Hazzard notices. 2. Children to be supervised by responsible adult. 3. Cleaning and maintenance of surfaces. 	2 x 4 =8	Continuous when in use
Responsibility – VC House					
Dinghy Park.	General risk as for open yard area above,	4 x 3 =12	<ul style="list-style-type: none"> 1. Keep area clear of hazards so far as reasonably possible. 2. Hazzard notices. 	2 x 3 =6	Quarterly
Responsibility – All Users / RC Stores and General Committee					
D.I.Y. boat maintenance within the confines of Club Property.	Risks associated with e.g. power tools and cables; potentially harmful chemicals and paints; contaminated dust products in the air; discarded rubbish.	4 x 4=16	<ul style="list-style-type: none"> 1. Appropriate P.P.E. to be worn. 2. All waste to be cleared and removed from site by the D.I.Y. operative, same day. 3. Clear H & S policy regarding D.I.Y. in the Club Yard. 4. Working in designated areas only with NO overspill into KEEP CLEAR WALKWAYS. 5. No grinding or sanding without dust extraction or the use of a wet techniques to eliminate atmospheric dust. 6. Painting in the open air only not in confined spaces. 7. Hazardous operations notice to warn bystanders. 	2x 4=8	Daily Monitoring when activity present.
Responsibility – All Users / RC Stores and General Committee					

Volunteer labour – for general maintenance tasks.		4 x 4=16	<ol style="list-style-type: none"> 1. Volunteers to observe all appropriate / prescribed <i>modus operandi</i> – as set out within this document or otherwise given notice of on Club property. 2. Safe seamanship practices as recommended for example by the RYA. 	2 x 4=8	Daily Monitoring when activity present
Responsibility – All members and General Committee					
Localised Building fire or Boat fire (whilst ashore or on a Club mooring).	All locations.	4 x 5=20	<ol style="list-style-type: none"> 1. Signage regarding Fire Safety precautions – and actions to be taken discovering a fire – all Club property. 2. Means of raising the alarm. 3. Annual Fire safety checks. 4. Provision of fire control equipment – checked and certified annually. 5. Conduct notices to yard users / boat owners. 	2 x 5=10	Annual fire safety checks
Responsibility – All members and General Committee					
<p>Section 2.</p> <p>Focus of concern: -</p> <p>Major loss of property due to structural failures, or fire with damage or loss of property (Storage Sheds and Club House). Pontoon and / or mooring gear failing catastrophically i.e. beyond normal wear and tear, with major damage or loss. Likely Consequence: -</p> <ul style="list-style-type: none"> • Severe financial Risks to the Clubs capital reserves. • Possible Insolvency. • Personal Injury or loss of life. • Harm to or loss of members property. <p>Key Actions / Requirements; -</p> <ul style="list-style-type: none"> • Property Insurance cover – all risks. • Capital savings programme and ring-fenced budget allocation. • Financial prudence regarding capital expenditure and revenue income. • Ensured return on investments through fair and appropriate, fees, hire and or service charges. • Essential maintenance / replacement. • Risk minimisation strategies and Health and Safety strategies in place / operational. 					

Club fore and aft tidal Moorings.	Loss of leasable moorings due to extreme silting / reduced tidal range making fore and aft mud moorings unsuitable /untenable, resulting in: - 1. Loss of revenue from leased moorings. 2. Loss of benefit to members resulting in declining membership and loss of revenue from fees.	3 x 5 =15	1. Monitoring of silting / drying heights. 2. Prudent forward planning as moorings become untenable 3. Bed levelling. 4. Fair pricing.	2 x 5 =10	Annual
Responsibility – General Committee					
Club Pontoons and associated finger berth moorings.	Catastrophic failure / loss of walk ashore tidal pontoon and finger berths. 1. Loss of revenue from leased moorings. 2. Loss of benefit to members resulting in declining membership and loss of revenue from fees. 3. Prohibitively high cost of effecting repairs or replacement.	4 x 5 =20	1. Maintenance check and planned annual maintenance programme to maintain the structural integrity of the pontoons. 2. Scheduled replacement of pontoons and finger berth struts. 3. Forward planning for the replacement of piles 4. Financial prudence to ensure Club capital is set aside and ring-fenced against the above.	2 x 5 =10	Annual
Responsibility – General Committee					
South Store.	Sudden Structural failure / major structural repairs. With potential risk of: - 1. Damage to or loss of property (e.g. members tender etc.) 2. Harm to individuals present. 3. Loss of revenue from rented storage space. 4. Substantial cost of repairs.	3 x 5 =15	1. Structural checks. 2. Maintenance of structure as required.	3 x 5 =15	Quarterly visual checks

Responsibility – General Committee					
Major Building fire or Boat fire.	All locations.	4 x 5=20	<ol style="list-style-type: none"> 1. Signage regarding Fire Safety precautions – and actions to be taken discovering a fire – all Club property. 2. Means of raising the alarm. 3. Annual Fire safety checks. 4. Provision of fire control equipment – checked and certified annually. 5. Conduct notices to yard users / boat owners. 	2 x 5=10	Annual fire safety checks
Section 3					
Focus of Concern – Competition management and welfare of participants.					
1) Yacht Racing	See Separate Risk Assessment. Compliance with RYA and Harbour Masters Requirements				Each Event
2) Fishing Competitions	See Separate Risk Assessment.				Each Event
Responsibility – RC Sailing and RC Motorboating – R.A. Submissions to Cowes Harbour Master and QHM Portsmouth for approval, prior to Club organized events.					

V3 – commenced April 2019.Next full Review December 2019