

# Angel Community Canal Boat Trust

3 Vincent Terrace London N1 8HJ



## Risk Assessment Record

Sheet No	1	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	Risks and Hazards																

1	Coming aboard				↙						↙		↙	↙				↙
2	Coming aboard at night				↙						↙		↙	↙				↙
3	Anchor chain (emergency stop)			↙								↙	↙	↙				↙
4	Use of hoist				↙							↙	↙	↙				↙
5	Cabin doors (slamming injury)			↙								↙	↙	↙				↙

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## Risk Assessment Record

Sheet No	2	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	Risks and Hazards																

6	Bow deck area				↙						↙		↙	↙				↙
7	Rear deck				↙				↙				↙	↙				↙
8	Weed hatch and gas locker			↙									↙					
9	Side hatch			↙									↙	↙				↙
10	Roof area		↙										↙	↙				↙

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## Risk Assessment Record

Sheet No	3	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	<b>Risks and Hazards</b>																

11	Galley		✓								✓		✓	✓			✓
12	Sleeping arrangements				✓						✓			✓			✓
13	Shower				✓						✓		✓	✓			✓
14	Gas – poisoning or explosion	✓									✓		✓	✓			✓
15	Engine		✓								✓		✓	✓			

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## Risk Assessment Record

Sheet No	4	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	Risks and Hazards																

16	Engine fire risk	✓									✓		✓	✓	✓		✓
17	Other fire risk	✓									✓		✓	✓	✓		✓
18	Setting off				✓						✓		✓	✓	✓		✓
19	Coming alongside / Mooring			✓							✓		✓	✓			✓
20	Locking	✓								✓			✓	✓	✓		✓

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## Risk Assessment Record

Sheet No	5	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	<b>Risks and Hazards</b>																

21	Towing dinghy				✓							✓		✓	✓			✓
22	Bridges		✓									✓		✓	✓			✓
23	Tunnels		✓									✓		✓	✓			✓
24	Night cruising – urban – abuse by members of public				✓						✓		✓	✓	✓			✓
25	Night locking – urban – interference by members of public	✓								✓			✓	✓	✓			✓

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## Risk Assessment Record

Sheet No	6	Degree of Risk										Risk Rating	Persons at Risk				
Date	2/5/17	Seriousness					Likelihood						Staff	Volunteers	Public	Contractors	Boat User Groups
Risk Area	Boat	5	4	3	2	1	5	4	3	2	1						
Assessor	GE/JC	Fatal	Major Injury	To doctor	Minor Injury	No Injury	Certain	Probable	Possible	Remote	Unlikely						
Ref No	Risks and Hazards																

26	Refuelling with diesel oil (risk of slipping)				✓			✓					✓	✓			✓
27	Replacing gas cylinders				✓				✓				✓	✓			
28	Inappropriate behaviour by staff to users			✓								✓					✓
29	Inappropriate behaviour by users to staff			✓								✓	✓	✓			✓



# Health & Safety Action Plan

Ref No	Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion Date
1	Coming aboard	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Ensure boat correctly and securely moored.</li> <li>3. Ensure users made aware of where to stand, what to hold onto and any potential difficulties.</li> <li>4. Ensure young, old and disabled people assisted.</li> <li>5. Use of additional boarding step.</li> </ol>			
2	Coming aboard at night	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Users to bring torch to approach boat.</li> <li>3. Switch on well deck light</li> </ol>			
3	Hoist Location points: rubber caps secured to fender by rope	Users made aware of hazard.			
4	Anchor chain hawse pipe points in aft direction, causing chain to cut across well deck in some circumstances when anchor dropped.	Users made aware of hazard.			
5	Use of hoist	<ol style="list-style-type: none"> <li>1. Ensure correctly assembled.</li> <li>2. Operation only by trained staff.</li> <li>3. Ensure adequate numbers of helpers available.</li> <li>4. Ensure person to be lifted understands procedure before commencement.</li> </ol>			
6	Door of cabin not secured with latches can harm hands/fingers	Ensure open doors always secured by latches.			
7	Bow area	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Ensure awareness of all passengers of importance of keeping hands etc inside boat.</li> <li>3. Access beyond cockpit limited to crew only.</li> <li>4. Include in skipper's induction to groups.</li> <li>5. Remove foam cushions at access point for boarding.</li> </ol>			
8	Rear deck	Close supervision by crew at all times.			

# Health & Safety Action Plan



Ref No	Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion Date
9	Weed hatch and gas locker	<ol style="list-style-type: none"> <li>1. Access by staff only</li> <li>2. Ensure awareness of risk of finger trapping</li> <li>3. Engine off / key removed when accessing propeller by hand</li> <li>4. Use of gloves to avoid injury from sharps when clearing propeller</li> <li>5. Awareness of good manual handling practice in replacing cylinders</li> </ol>			
10	Side hatch	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Ensure passengers know when to use it.</li> <li>3. Passengers aware of safety hazard.</li> <li>4. Passengers aware of gunwales safety.</li> </ol>	1. Add more security at bottom of shutter doors. Bolt on either side.	JC	1.11.17
11	Roof area	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Ensure passengers are aware of safety hazard.</li> <li>3. No passengers on roof when boat moving</li> <li>4. No more than 4 passengers on roof at any given time</li> </ol>			
12	Galley	<ol style="list-style-type: none"> <li>1. Ensure fire blanket and extinguisher in correct place.</li> <li>2. Ensure cooker kept clean and tidy.</li> <li>3. Ensure panhandles turned in at all times.</li> <li>4. User groups responsible for hygiene.</li> <li>5. Ban on deep fat frying.</li> </ol>			
13	Sleeping arrangements	<ol style="list-style-type: none"> <li>1. Ensure top bunks not used by very young or others likely to roll out.</li> <li>2. Ensure all warned of risk of hitting heads on bunks above/ceiling.</li> </ol>			
14	Shower	<ol style="list-style-type: none"> <li>1. Ensure water temperature cannot become too hot.</li> <li>2. Ensure floor does not become slippery.</li> <li>3. Water heater vented to exterior, sealed from interior</li> </ol>			





# Health & Safety Action Plan

Ref No	Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion Date
15	Gas Poisoning or Explosion	<ol style="list-style-type: none"> <li>1 Regular annual servicing of cooker/appliances</li> <li>2 Crew aware at all times.</li> <li>3 Gas detector in place and maintained</li> </ol>			
16	Engine	<ol style="list-style-type: none"> <li>1. Regular checks carried out daily.</li> <li>2. Access limited to crew only.</li> <li>3. Engine boxed in</li> <li>4. Ensure safety precautions taken at all times.</li> </ol>			
17	Engine Fire Risk	<ol style="list-style-type: none"> <li>1. Fire extinguishers</li> <li>2. Regular checks and maintenance</li> <li>3. Smoke/gas detectors giving audible alarm for skipper.</li> </ol>			
18	Fire	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. No smoking permitted on boat</li> <li>3. Fire drill as part of skipper's induction to groups.</li> <li>4. All electrical and gas equipment checked regularly.</li> <li>5. Sufficient fire extinguishers and blankets in position.</li> <li>6. No deep fat frying in galley.</li> </ol>			
19	Setting off / coming alongside	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Skipper's visual supervision from steering position</li> </ol>			
20	Locking	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Demonstration and instruction in proper operation and appropriate use of windlass</li> <li>3. No access to or egress from boat while locking</li> <li>4. Skipper's visual supervision</li> <li>5. In the event of fall onto cill or into lock, drop paddles</li> </ol>			

Sheet No:  
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Angel Community Canal Boat Trust

# Health & Safety Action Plan



Date:

2/5/17

Ref No	Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion Date
21	Towing dinghy	<ol style="list-style-type: none"> <li>1. Only by experienced and approved skipper who is to be present, steering and in control of boat throughout</li> <li>2. Second responsible adult to be on counter deck to assist</li> <li>3. Boat to be slowed and out of gear at all times when dinghy is within 2 metres of boat and when transferring passengers</li> <li>4. Dinghy to be secured to boat for transfer</li> <li>5. Skipper to maintain control of dinghy by means of tow rope throughout and to take particular care on navigating bridges and other narrows and near moving boats</li> <li>6. Anyone on dinghy to wear buoyancy aid</li> <li>7. Only on non-urban pounds in light traffic</li> <li>8. Maximum number in dinghy 4 passengers</li> </ol>			
22	Bridges	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. No passenger on roof when boat moving</li> <li>3. Skipper's visual supervision from steering position</li> </ol>			
23	Tunnels	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Buoyancy aids/ life buoys and dinghy for evacuation</li> <li>3. No passengers on roof</li> <li>4. Skipper's visual supervision from steering position</li> </ol>			
24	Refuelling with diesel oil (risk of slipping)	<ol style="list-style-type: none"> <li>1. Oral safety/hazards briefing</li> <li>2. Avoid spillage if possible – care on filling</li> <li>3. Clean up any area of spillage with detergent or other suitable chemical</li> </ol>			



# Health & Safety Action Plan

Ref No	Risk or Hazard	Existing Controls	Preventative Action	By Whom	Completion Date
25	Urban cruising – abuse by members of public	<ol style="list-style-type: none"> <li>1. Oral safety/hazards briefing</li> <li>2. Avoid confrontation</li> <li>3. Withdraw into boat if at any risk</li> <li>4. In any doubt, telephone police, state location by reference to nearest road, photograph as possible.</li> </ol>			
26	Night locking – urban – interference by members of public	<ol style="list-style-type: none"> <li>1. Oral safety/hazards briefing</li> <li>2. Avoid confrontation</li> <li>3. Do not permit public on board</li> <li>4. Withdraw into boat if at any risk</li> <li>5. In any doubt, telephone police, state location by reference to nearest road</li> <li>6. Map of route with ref numbers for assistance, plus emergency numbers.</li> </ol>			
27	Inappropriate behaviour by staff to users	<p>All staff and volunteers who have contact with users:-</p> <ol style="list-style-type: none"> <li>1. Subject to regular DBS checks</li> <li>2. issued with child and vulnerable adult protection policy documentation</li> </ol>			
28	Inappropriate behaviour by users to staff	<ol style="list-style-type: none"> <li>1. Oral safety briefing</li> <li>2. Avoid confrontation</li> <li>3. In any doubt, telephone police</li> <li>4. Off load offender or cancel trip.</li> </ol>			
29	Private Hire safety issues	<ol style="list-style-type: none"> <li>1. Encourage appropriate footwear, dress.</li> <li>2. Buoyancy aids required for all aged 16 and under unless formally agreed otherwise</li> <li>3. Party boat antics, if unsafe... terminate trip.</li> </ol>			