

GBC07 Task Risk Assessment & Method Statement



1.0 Task Health, Safety & Environmental Risk Assessment

					Consequence (C)			
	GBC07	Date	14.05.23	Likelihood of Harm (L)	Insignificant (1) (Very small injuries)	Minor (2) (Small/minor injuries)	Serious (3) (Unfit >3 days)	Major (4) (Death, major injury)
Task	Water based activities involving the public during eg experience water sports sessions			Very Likely (5) (Expected to occur)				
Project/Site	Gairloch Boat Club			Likely (4) (Reasonably expected)				
Location in Site	Boat park, jetty, pontoon, sailing area.			Occasional (3) (Occur infrequently)				
Assessed by	A Swift	Signed		Unlikely (2) (Unexpected to occur)				
Approved by		Signed		Negligible (1) (Not expected to occur)				
Client/PC (If Required)		Signed		Risk Rating (LxC)	Low (1-4) Tolerable	Medium (5-11) Intolerable	High (12-20) Intolerable	

Step 1		Step 2		Step 3	
Hazard – Something with the potential to cause harm		Take into account existing controls when assessing Gross Risk		Specify additional controls as required to reduce the Net Risk to “Low” (Tolerable)	
Significant Hazards		Who/What Might Be Harmed & How	Gross Risk	Additional controls to be implemented during task (Other than PPE etc)	Net Risk
1.	Coming into contact with water from falling overboard, falling from launching area/pontoon or capsize	Club members - Ingestion of water/drowning/serious injury. Members of the public (3 rd Parties) while on an experience water sports session	High	Ensure appropriate life jackets/PFDs are worn when sailing or aboard safety boat. Ensure kill cord is used on safety boat Check condition and security of launching area/pontoon and be familiar with locations of Fixed Rescue Equipment i.e. lifebuoys/rings with rescue lines. Avoid lone sailing and be aware of all means of raising alarm, contacting emergency services , harbour authority etc.	Low
2.	Slips, trips and falls from height resulting in contact with water or ground	Club members/3 rd Parties - Ingestion of water/drowning/serious injury from falling from height or tripping on materials and other items	High	In addition to above measures, ensure area is clear from tripping hazards. Awareness of fixed tripping hazards such as mooring rings.	Low
3.	Slips trips and falls while accessing safety boat on outhaul resulting in contact with water or ground	Club members/3 rd Parties - Ingestion of water/drowning/serious injury from falling from height or tripping on materials and other items	High	Recognise that land access to outhaul is over particularly uneven rock armour, therefore only access safety boat from the water (using other safety boat) until land access is improved.	Low
4.	UV from sunlight	Club members - Sunburn, skin cancer 3 rd Parties while on an experience water sports session	Medium	Keep top clothing layer on, use dry suit/wet suit or appropriate sailing clothing Wear a suitable hat that protects the face and neck. Stay in the shade wherever possible. Use a high protection factor sunscreen (15 SPF or higher) which is water and sweat resistant. Use and re apply sunscreen as advised by the manufacturer of the product. Check your skin regularly for any unusual spots or moles. See your doctor urgently if anything is changing shape, size or colour, itching, or bleeding.	Low

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Significant Hazards		Who/What Might Be Harmed & How	Gross Risk	Additional controls to be implemented during task (Other than PPE etc)	Net Risk
5.	Heat	Club members and 3 rd Parties while on an experience water sports session - Dehydration	Medium	Drink plenty of fluids.	Low
6.	Fatigue	Club members and 3 rd Parties while on an experience water sports session - Physical harm through increased overall risk	Medium	Recognise that sailing can be physically demanding, especially during capsize, and make an early decision to retire if required.	Low
7.	Collision with other vessels or above water/underwater obstructions Falling due to acceleration of safety boat or deceleration due to painter/mooring lines coming in contact with propeller	Club members/3 rd parties – physical harm from sudden movement causing contact with boat or equipment	High	Use laminated chart of local area. Have good knowledge of fixed obstructions. Keep a good lookout. Obey regulations preventing collisions at sea (Colregs)/rules of racing. Safety boat helm to communicate with crew. Painter/mooring lines to be safely stowed	Low
8.	Cold/wet environment	Club members and 3 rd Parties while on an experience water sports session - Frost bite, dehydration and hypothermia from being outdoors	Medium	Club members to wear suitable cold and wet weather clothing as detailed in PPE section below. Take drinks to combat dehydration.	Low
9.	Dispersal of Dinghy fleet	Club members and 3 rd Parties while on an experience water sports session	Medium	Recognise signs of worsening conditions and abandon sailing	Low
10.	Fire. Afloat and ashore	Club members/3 rd parties	High	See COSHH assessment for petroleum	Low
11.	Vehicles in car park and roadway	Club members/3 rd parties	Medium	Awareness of vehicle movements, marshalling of traffic when transporting boats to slipway	Low
12.	Operation of safety craft. Coming into contact with moving propeller	Club members and 3 rd Parties while on an experience water sports session	High	Knowledge of rescue techniques. Use of killcord. Stop engine when in close proximity to people in the water	Low
13.	Contaminated water (blue green algae and Weil's disease)	Club members, 3 rd parties	Medium	Wash areas in contact with water before eating/drinking	Low
14.	Trapped fingers when coming alongside slipway/pontoon/other vessel	Club members/3 rd parties	Medium	Helm to warn crew/sailors	Low
15.	Safety boat engine malfunctions leading to boat drifting onto rocks or offshore	Club members and 3 rd Parties while on an experience water sports session	High	Consider using a second safety boat if conditions warrant it, e.g. large number of dinghies are sailing, competence of sailors, weather/sea conditions. Checks made on engine before use. Anchor is available for immediate use, dinghy sailors are aware of procedure to assist safety boat crew, VHF radio carried. Responsible person onshore is aware of safety boat movements Paddles carried. Maintenance system developed, including use of log books	Low

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PPE, Equipment etc Required to Further Control Residual Risks			Competence and Supervision
Significant Hazards		PPE/Equipment Required	
1.	Coming into contact with water	Appropriate life jacket /PFD	
2.	Slips, trips and falls	Non-slip footwear.	
3.	UV from sunlight	Appropriate sailing clothing, or wet suit/dry suit. Wear a suitable hat that protects the face and neck. High protection factor sunscreen (15 SPF or higher) which is water and sweat resistant	
4.	Sailing in cold/wet environment	Wet suit or dry suit. Or appropriate sailing waterproofs Thermally insulated waterproof gloves/sailing gloves Warm Hat	
5.	Contact with chemicals	See COSHH assessment for petroleum	
6.	Falling overboard from Safety boat	Kill cord to be used at all times.	

The people carrying out the activity should be competent by means of training knowledge and experience to safely carry out all aspects. However it is recognised that not all members will have achieved that level of competence. Supervision of inexperienced members and members of the public on an experience water sports session is therefore essential to ensure the specified safe working practices have been adopted.

If the people carrying out the activity are unsure of their ability to safely perform it or if they encounter unexpected hazards, they must stop and seek advice from an experienced club member before restarting.

2.0 Method Statement

Step	Safe Sequence of Work
	Sailing
1.	Ensure safety boat is crewed. Use PPE as directed on the risk assessment . Second safety boat to be used if conditions warrant it (see 17 above)
2.	All persons intending to be on the water to sign in and out. Safety boat crew to check all are accounted for.
3.	Check condition and security of launching/boarding area and be familiar with locations of Fixed Rescue Equipment i.e. lifebuoys/rings with rescue lines and also safety equipment provided in Safety boat.
4.	Be aware of all means of raising alarm, contacting emergency services , harbour authority etc.
5.	Good housekeeping to be employed to ensure that tripping hazards do not accumulate
6.	Club members to wear suitable supplementary clothing as detailed in PPE section if required. take regular breaks to suit the climatic conditions
7.	Carry out activities as per best practice
8.	Safety boat crew to have power to call a halt to sailing for any reason

3.0 Task Specific Emergency Procedures (If different from general project/site arrangements)

Sailing: If a serious situation develops, eg multiple capsize over a large area due to severe weather etc, Safety boat crew to call the coastguard and/or other vessels on VHF Ch 16 to request assistance.



4.0 Review Record

Review Date	Reviewed by	Comments/Changes	Signed
26 . 04.24	A Swift	Corrected Header	
27.09.24	R Ward, A Swift	Section on Strimmers and associated PPE for power tools moved to RA GBC 08, removal of marking changes of height due to impracticality . Removal of Clubhouse as location (See separate RA GBC 10)	A Swift