**HEACHAM SOUTH BEACH OWNERS ASSOCIATION**

**HEALTH AND SAFETY POLICY AND RISK LOG – July 2022**

This document combines the health and safety policy and the risk log for the Heacham South Beach Owners Association. The risk log needs to reflect the health and safety policy and vice versa.

A key principle is that the policy and the risks are related only to the specific activities and responsibilities of the Association, and do not reflect all the risks for activities that will take place at South Beach and the properties there. For example, it is clear that the sea has risks in terms of adults and children in the water or undertaking water-sports – but unless the Association was organising an activity beside, in or on the sea, it does not need to be on our risk log.

The health and safety policies are:

* The Association is commited to meeting legal requirements and managing health and safety.
* The Association maintains a risk log to anticipate any potential health and safety risks to its members or members of the public affected by the Association’s activities.
* Activities carried out by the Association are therefore conducted with safety in mind, and are planned to address any potential risks identified.

The risk log is below:

| **Risk** | **Description** | **Mitigation** |
| --- | --- | --- |
| Annual barbecue  | * Risk of injury from the hot barbecues.
* Risk of undercooked food.
* Risk of allergic reaction.
 | * Cook food partly in ovens in properties.
* Use gas barbecues which will maintain a consistent temperature.
* Make clear to anyone attending that food may concern may contain allergens such as nuts.
* Encourage anyone with severe allergies to bring their own food.
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| Annual cricket match | * Risk of injury through falling, strain, collision etc.
 | * Make it clear that all participants do so at their own risk.
* Use of a soft ball rather than a hard cricket ball.
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| Road maintenance | * Risk of damage to vehicles due to bumpy track.
* Risks while road maintenance is taking place.
 | * All members of the committee and of the association can report if the track appears to be getting in a particularly bad condition.
* 10 MPH speed limit and common sense of any drivers should avoid damage even if the track is bumpy.
* Ensure tractor driver and any other contractors used for maintaining the road are briefed on the risks, for example, walkers and children on the track.
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| Vehicle speeds on road | * Vehicles driving too fast may not be able to stop if a pedestrian walked onto the track.
 | * 10 MPH speed limit signs encourage people not to drive too fast.
* Keeping the track as an un-made road is a physical method to limit vehicles’ speed.
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| Flooding | * Risk of tidal flooding during an Association event.
 | * Committee will monitor any flood warnings and will cancel any planned events if the weather and flood risk is moderate or high.
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| Brush fire | * Risk of injury if a brush fire occurred when cricket match being held
 | * Committee will monitor temperature, state of grass and any local warnings and will cancel any planned events if high risk.
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| Excess heat / dangerous weather | * Risk of dehydration or illness if cricket match or AGM held in excessively hot weather
* Risk if thunderstorm or very high winds during match
 | * Committee will monitor weather forecast and local hazard warnings re weather and will cancel any planned events if high risk.
* Match and barbecue would be halted / abandoned if e.g. thunderstorm started during the event.
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| Bites or stings | * Risk of being bitten or stung by an insect or other wildlife.
 | * Committee will monitor the surroundings where any Association event is taking place and will cancel any planned events if perceived to be a high risk, eg a wasp nest identified.
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| Aggressive dogs | * Risk of a dog frightening or attacking people at an Association event or walking on the private road.
 | * Committee would request anyone with a dog which seemed to be aggressive or out of control to remove it from any event.
* Committee or members would speak to anyone walking on the private road with an aggressive or out of control dog and request they put it on a lead or similar - as long as we felt comfortable confronting someone.
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| AGM | * Risk if need to evacuate location of AGM
 | * Hire a sufficiently large room in a suitable building
* Ensure Fire Exits, etc and that those attending are aware of these
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