

## HSE Risk Assessment

**Company name:** Sheffield Hardware Hackers and Makers CIC

**Assessment carried out by:** L McMahon, S Toms

**Date of next review:** 01/09/2026

**Date assessment was carried out:** 30/7/2025

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<b>Fire</b>	Members trapped could suffer fatal injury from smoke inhalation	Appropriate fire extinguishers in place throughout the unit. Exit routes and lighting in place	Members involved with the following activities to be shown the location of nearest extinguishers and instructed on their usage:- Grinding, milling, use of open flames, 3D printing, soldering, laser cutting / engraving, woodworking	Trustees / Designated instructors	Ongoing - Before individuals conduct mentioned works or activities	
<b>Burns</b>	Members could suffer burns and minor injuries	Members instructed that tools and items (ie. Kettle) can be hot. First	None	N/A	N/A	

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		aid kits in place				

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<b>Working at height</b>	Members may suffer severe, possible fatal, injuries if they fall from any height, eg during installation and maintenance work	<ul style="list-style-type: none"> <li>No ladders greater than 6ft kept in the unit</li> <li>Access equipment greater than 6ft only brought in and used after authorisation by trustees</li> </ul>	Members needing to work at height to read free HSE guidance on work at height to check that all necessary measures are being taken	Trustees	Before individuals not already authorised work at height	
	Members may suffer severe, possible fatal, injuries if they fall while working on windows	Maintenance outside of painting and internal hardware to be discussed with Portland Works and completed from the exterior if pos-	If internal maintenance to windows beyond this scope is required then a specific risk assessment is to be carried out	Trustees	Ongoing	

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		sible				
	Members may suffer severe, possible fatal, injuries if they fall while using the staircase	<ul style="list-style-type: none"> <li>• Staircase boxed off from above</li> <li>• Staircase panelled and handrail provided at appropriate height</li> </ul>	None	N/A	N/A	
<b>Consequences of lone working.</b>	Any member choosing to work alone in the space.	<ul style="list-style-type: none"> <li>• Ensure members are aware of the individual Health and Safety issues in the environment (this document)</li> </ul>	Individual members must assume the risks of lone working. They should consider additional personal safeguards e.g. regular check-in with an individual outside the space.	Individuals engaged in lone working.	Ongoing	
<b>Slips and trips</b>	Members may suffer injuries if they slip on spillages, or trip over uneven sections of floor or ob-	<ul style="list-style-type: none"> <li>• Generally good housekeeping, asking members to keep areas clean and tidy</li> <li>• Repairs to floors where required</li> </ul>	Address uneven floor surface between rooms D and E	Trustees	01/11/2025	

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	jects	<ul style="list-style-type: none"> <li>• Keep areas well lit</li> </ul>				
<b>Explosion</b>	Members may suffer severe, possible fatal, injuries if exposed to explosions	<ul style="list-style-type: none"> <li>• Ventilate areas where wood dust can aerosolise</li> <li>• Limit size of pressure vessels to current unit</li> </ul>	<ul style="list-style-type: none"> <li>• Instruct members on how to use the extraction fan</li> <li>• Complete installation of dust extraction system</li> </ul>	Trustees	01/11/2025	
<b>Flaking paint</b>	Members may be harmed by ingestion or contact with loose paint	Unit has been repainted and loose paint removed	Everyone to monitor and report areas of loose paint	All members	Ongoing	
<b>Electrical equipment</b>	Members could get electrical shocks or burns from faulty equipment or installation. Faults could also lead to fires	<ul style="list-style-type: none"> <li>• RCBOs used in main distribution board</li> <li>• Testing carried out on an annual basis on all sockets</li> </ul>	Appoint suitably qualified person(s) to conduct ongoing checks	Trustees	01/07/2026	
<b>Machinery and tools</b> (not limited to)	Members may suffer severe, pos-	<ul style="list-style-type: none"> <li>• All manufacturers guards to be present</li> </ul>	As tools are installed and commissioned risks	Trustees Members respon-	Ongoing	

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<ul style="list-style-type: none"> <li>• Milling machines</li> <li>• Grinders</li> <li>• Drills / presses</li> <li>• Routers</li> <li>• Lathes</li> <li>• Sanders</li> <li>• CNC machines</li> <li>• Saws</li> <li>• Sewing machines</li> </ul>	<p>sible fatal, injuries from unguarded moving parts of machinery</p>	<p>and usable</p> <ul style="list-style-type: none"> <li>• Guards to be inspected before use and any defects brought to attention of responsible persons</li> <li>• Members to be instructed on safe usage of machinery, for example loose hair / clothing / gloves around spinning tools</li> </ul>	<p>to be assessed on an ongoing basis. Signage and training to be agreed between Trustees / members responsible for the equipment or area, and then implemented prior to member use</p>	<p>sible for specific tools or areas</p>		
<p><b>Laser Cutter</b></p>	<p>Members may suffer burns and / or permanent eye damage. There is an additional risk of fire.</p>	<p>Mandatory training before use of the laser cutter is required</p>	<p>None</p>	<p>N/A</p>	<p>N/A</p>	
<p><b>Sharp and cutting tools</b> (not limited to)</p> <ul style="list-style-type: none"> <li>• Woodworking tools</li> <li>• Metalworking tools</li> </ul>	<p>Members may suffer severe, possible fatal, injuries from sharp objects</p>	<ul style="list-style-type: none"> <li>• All manufacturer guards in place and usable</li> <li>• Appropriate warnings</li> </ul>	<p>None</p>	<p>N/A</p>	<p>N/A</p>	

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<ul style="list-style-type: none"> <li>• Sewing machines</li> <li>• Vinyl cutter</li> <li>• Knives</li> </ul>		<ul style="list-style-type: none"> <li>• displayed</li> <li>• Training provided where deemed necessary</li> <li>• First Aid kits in place</li> </ul>				
<b>Hazardous substances</b> (not limited to) <ul style="list-style-type: none"> <li>• Dust</li> <li>• Fumes</li> <li>• Paints / finishes</li> <li>• Oils</li> </ul>	Members may be harmed by airborne particles / dust if inhaled. Other substances can cause skin irritation.	<ul style="list-style-type: none"> <li>• Members advised to wear personal protective equipment</li> <li>• Dust extraction systems used</li> <li>• Good housekeeping</li> <li>• Nitrile gloves provided</li> </ul>	Install signage outside of main workshop spaces to advise members of the risks and recommendations	Trustees	01/11/2025	
<b>Crush risk</b>	Members could get injured when using crush or clamping tools	Members advised of risk on using tools such as vices or metal brakes	None	N/A	N/A	
<b>Noise</b>	Members may experience discomfort and potential hearing damage if working	<ul style="list-style-type: none"> <li>• Members advised to wear personal protective equipment</li> <li>• Hearing protection provided in workshop</li> </ul>	None	N/A	N/A	

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	in noisy areas or using noisy equipment (e.g. angle grinders)	areas • Where possible doors into noisy areas should be closed				

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)