



Risk assessment – use of The Camping Equipment Store at Catterburn

People potentially at risk: all staff, volunteers, members, visitors, members of the public and anyone else the activity might impact. It is recognised that not all risks are foreseeable and there is always need for dynamic risk assessment during any activity. Additional risks identified through dynamic risk assessment should be recorded as soon as possible after they have been identified and assessed.

Where hazards may be encountered: throughout the building, including external areas.

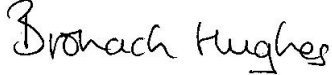
Name of Venue	Catterburn
Activity covered by the risk assessment	Use of the Camping Equipment Store to access camping and other equipment. See Catterburn information pack for list of contents of the store.
Name of person completing the risk assessment	Bronach Hughes
Date and timings of activity	Any time from April 2026 to March 2027
Location of activity including postcode:	Catterburn Campsite, Croftamie, G63 0HG
Numbers participating – minimum/maximum/ratios	Normal ratios should be observed, dependent on the section and the activities planned. NB – young members must always be supervised by knowledgeable adults when using the Camping Equipment Store.
Activity Leader	Unit leader of group using the Camping Equipment Store
First Aid Cover	Units to provide their own 1 st Response cover
Contingency plans in case of bad weather	The Camping Equipment Store can be used in all weathers

Factors contributing to risk	Control measures What is, should or could be put in place to control the risk?	Local action required	Confirm local controls in place, or actions being taken and who is taking them	Date completed
Fire safety	There is a separate, more detailed fire risk assessment for the building that is maintained by the site management. Users of The Camping Equipment Store must follow the guidance given here. When in use, the front door to the building must be unlocked and kept open as there is no other exit from the building. Vaping or smoking is not allowed in the building (or anywhere on site). Charging of large lithium batteries (bikes, scooters etc.) is not allowed in the building. Cars (EVs) must not be charged from the Camping Equipment Store.	Naked flames (candles, matches etc.) are not allowed in the building. In the event of a fire, everyone should leave the building and move away towards the car park to await the arrival of the fire service. The unit leader should have a list of everyone in the building and ensure that all are accounted for.	Those using the building must observe and/or complete the local actions required.	Ongoing
Mobile phone signal in an emergency	There is no landline or wifi in the building, but the mobile signal is good. What3words for the building: decanter.dial.luck.	Nothing should be left plugged in and unattended in the building.	Users need to ensure they have sufficiently charged mobiles to call for help at all times.	Ongoing
Slips, trips and falls	Care needs to be taken using the ramp to the door as the surface has sections that are broken up. Inside the building, the floors are level and anti-slip. However, heavy metal trolleys are stored in the main body of the building and these will need to be moved outside to be able to access the equipment on the shelving.	Users must promptly clean up any spillages which might lead to slips or falls. They must also ensure floors are kept clear to avoid trips and falls. The trolleys must be put back inside once all other equipment has been returned to the shelving.	Unit leaders to dynamically risk assess, depending on what is planned in the building.	Ongoing
Clear and easy-to-use access points for everyone, including those	There is a ramp with handrails up to the main entrance of the building and the door is wide enough for wheelchair access. However, the equipment stored in the building is on shelves, some of which are high up, and a lot of the equipment is heavy.	Users should assess the suitability of the building for anyone in their group with a disability.	Unit leaders	Ongoing

Factors contributing to risk	Control measures What is, should or could be put in place to control the risk?	Local action required	Confirm local controls in place, or actions being taken and who is taking them	Date completed
with disabilities				
Lifting to/from heights and lifting heavy equipment	By its nature, the equipment in the camping store can be very heavy and require two or more people to lift it. In addition, much of the equipment is stored on shelving along both sides of the building. Heavier items are stored on the lower shelves with lighter items further up. Items tend to be stored in collections, most in marked boxes and on marked shelves, so it is easy to find what is needed without having to move other things.	Individuals should take care when working at heights and not attempt to move heavy items by themselves. Anything removed from the store must be returned to the same place and be safely stored, especially those things at height. If needed, users should make use of the step/ladder which is stored in the building to reach the top shelves.	Unit leaders to dynamically risk assess, depending on what is planned in the building.	Ongoing
Lighting, internal and external	There is good lighting both inside and outside the building.	If people are arriving in the dark, someone will need to turn the lights on from inside the building and will need to bring a torch.	Unit leaders	Ongoing
Security	The key to the Camping Equipment Store is available from either the Guide Hut or the Bothy. The keys should be returned to there after use.	Users should lock the building up after use and return the key to the place they got it from.	Those using the building must observe and/or complete the local actions required.	Ongoing
Access to first aid materials	A basic first aid kit is available in The Guide Hut and the Bothy. There is no defibrillator at Catterburn.	Users should have their own first aid kits that meet the needs of their specific group.	Unit leaders	Ongoing
Opening and closing arrangements	Those using the camping equipment will normally have access to the Guide Hut or the Bothy: keys to those buildings are in the key safe by the main entrance to the building. Users will be given the code/s before they arrive on site. When closing up all equipment should be safely stored and the metal trolleys put back in the middle of the	Users to do a visual inspection on arrival in case of any damage, internal or external. Check that the external lights have been switched off before departure – it can be difficult to see them in	Unit leaders	Ongoing

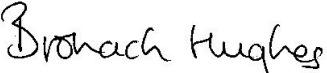
Factors contributing to risk	Control measures What is, should or could be put in place to control the risk?	Local action required	Confirm local controls in place, or actions being taken and who is taking them	Date completed
	store.	daylight hours.		
System for reporting defects	The Camp Equipment Store is checked on a regular basis by the site management.	In the event of a major issue affecting the building, such as a power outage or flood, the user should report this to the contact given in their booking confirmation. In the event of minor damage that does not prevent using the building, this should be reported to the site management team as detailed in the booking procedure.	Unit leaders	Ongoing
Asbestos register	There is no asbestos in the Camping Equipment Store as evidenced by an inspection carried out in 2025.	No action required.	N/A	23/4/26
Condition of equipment provided	All equipment was checked in April 2026.	Users should notify the site management team if they note any damage to any of the equipment provided.	Unit leaders	Ongoing
Cleaning arrangements and expectations	The Camping Equipment Store was deep cleaned in April 2026 and will be inspected during the season.	Users should leave the building clean and tidy. The floor should be swept if required and any rubbish removed.	Unit leaders	Ongoing

By completing and filling in controls and dating this form, you agree that you've tried your best to think about risks and put measures in place to manage them as far as is reasonably practical

Name of person completing risk assessment: Bronach Hughes		Membership number: 118048
Role: County trustee		Date review initially completed: 3 rd May 2026
Signature*: 		

* Both electronic and wet ink signatures are acceptable.

Review history

Date	Signature	Summary of changes
2/7/2026		Minor changes and confirmation of remaining queries following meeting of the Catterburn committee on 5 th June 2026.