

Over the last year the Lilac HQ Maintenance Crew has been able to meet on their usual Tuesday mornings. The Crew now comprises of Chris (new member), Karl (new member), Keith, Max, Tony. Following advice from Scout UK, the HQ site continues to be at the required antiviral standard with hand sanitiser stations and specialised cleaning materials readily available plus PPE for all.

Regular Maintenance

It's the Crew's aim to ensure the buildings on the Lilac Grove Site are kept clean and safe for all users.

The grounds are mown, strimmed and the undergrowth cut back during the growing season.

All areas are checked regularly and any faults corrected asap.

Weekly readings of the electricity, gas and water meters are taken to monitor excessive use and any faults.

Throughout the times when the Site is being used it is thoroughly checked for Health & Safety Risks, Fire Risk Assessments and Water Quality plus First Aid equipment & Asbestos. Extra Fire Risk monitoring (Extinguishers, Alarms etc) continues to be carried out twice a month throughout the year.

Twice a year, as part of all equipment checks, all ladders are checked for safety under H&S regs.

Work Outsourced

The usual annual PAT testing, Gas Boiler testing and Fire Equipment checking have all been carried out. Any faults are corrected by the visiting firms.

Projects

Since the last presented report, the Crew collectively carried out the following additional **main projects**:

- **All Areas* – COVID Test & Trace QR code and warning posters displayed as appropriate.
Replacement of out of date smoke/CO alarms plus faded safety signs.
- **Outside* – Replaced & repositioned failed Security Light.
Liaised with workers next door (No 60) particularly with tree cutting and fencing.
Behind Cabin cleared and sealed off, ready for the new fence.
Maintenance of trailers – tow bar and winch made safe.
- **Stores* – Kept tidy and lists updated.
- **Main Building* – Sticking emergency exit doors released.
Installed Bench Grinder light.
- **Galley*– Met with the Broxtowe BC food prep. officer. Cooking regs were satisfied, particularly at Galley.
- **Cabin* – Cabin continues to be a no go area. During the year the contents were removed.
- **Workshop* –Area tidied and sorted throughout the year.
Damage to sliding door repaired and made safe.
Heating Burner removed and scrapped.
- **Loft* – Emptying of rain water collection containers from the leaking roof [ongoing].
- **Other* – Continuing liaising the local community groups (Rainbows + Toddler Group).
All First Aid kits, including those at HQ, on Boats and on Island, checked and replenished.

Finally

The Crew are already embarking on 2 new projects – building a more substantial cap/hat storage and building improved Quarter Master's storage (starting soon).

**Compiled by Max Crook (Crew Member & Voluntary Lilac HQ Health & Safety Officer)
on behalf of Crew members.**

May 2023