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RISK ASSESSMENT AND METHOD STATEMENT

Catering equipment, The Mill Street Kitchen, 22 Mill Street, Stockport: main kitchen

Hollins & Reed Catering Equipment Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Catering Equipment Ltd
Site and work area	The Mill Street Kitchen, 22 Mill Street, Stockport: main kitchen
Planned dates	12 to 14 October 2026
Customer	Mill Street Hospitality Ltd
In charge on site	Dan Hollins
Team	Two fitters: Dan Hollins leads and makes the water and drain connections; Priya Shah helps carry and position the oven. A qualified electrician makes the final electrical connection.
Work	Catering equipment
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Appliance installation. Areas: Main kitchen, cooking line

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: The Mill Street Kitchen, 22 Mill Street, Stockport. Dan Hollins calls 999 and meets the ambulance.

Planned method

1 **Set up the work area**
Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 **Check the appliance on arrival**
Check the appliance, doors, panels and loose parts for transport damage before moving it into the kitchen. Keep damaged equipment out of service and tell the responsible person.

3 **Check the survey before you drill or strip out**
In a kitchen built before 2000, get the asbestos survey first. That means before you drill a wall, lift a ceiling tile, or pull out an old flue or canopy. Old oven and flue linings, ceiling boards and duct lagging can all be asbestos.

4 **Check the maker's position**
Check the appliance weight, clearances, ventilation and service points before fixing it. Make sure the stand, worktop or units can carry it and leave access for cleaning and checks.

5 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

6 **Carry the appliance safely**
Plan the route, clear it, and get help with anything long or heavy. Store materials close to the work so nobody carries further than they need to.

7 **Connect before fixing the appliance**
Check the service routes and make the approved connections before permanently fixing the appliance. Use the maker's connection instructions for water, drainage and electricity.

8 **Secure the appliance as the maker says**
Fix or restrain the appliance, stand or units as the instructions require. Check it is stable and that doors, panels and guards work before leaving it.

9 **Leave the kitchen clean**
Remove packaging, swarf and dirt from the work area. Clean food-contact surfaces before kitchen staff use the appliance.

10 **Clear and hand back the area**
Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
Crushing someone or fitting damaged equipment Step 2	Installers and kitchen staff	Do not move or connect an appliance with damage that could affect its stability or safe use.
Breathing in asbestos fibres let out by a drill or a strip-out Step 3	The fitter, kitchen staff and everyone in the building after	Stop and report anything the survey did not cover. Licensed asbestos work is for a licensed firm, never for you.
The appliance overheats, tips or cannot be serviced safely Step 4	Installers and kitchen staff	Stop if the available space or support does not match the appliance instructions. Do not force an appliance into a gap or block an air path.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 5	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Back and shoulder injury from carrying heavy or long items Step 6	Everyone handling materials	Use a trolley or sack truck on the flat where the load suits one. Where the work is up a level, hand items up or hoist them. Never carry them up a ladder.
Strained connections, leaks or unsafe rework after fixing Step 7	Installers and kitchen staff	Leave gas and fixed electrical connections to the qualified person named for the job. Check hoses, cables and pipes are not kinked, trapped or under strain.
The appliance moves, tips or exposes a dangerous gap Step 8	Kitchen staff and customers	Use the specified fixings and do not improvise a support. Keep the appliance out of use if it is not stable.
Food is contaminated by installation dirt or damaged surfaces Step 9	Kitchen staff and food customers	Keep waste and dirty tools away from food areas. Do not hand the appliance over while food-contact surfaces or the surrounding area are dirty.

Hazard	Who might be harmed and how	Controls in place
Debris, tools or unfinished work left in the area Step 10	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.