


**Wakes Colne Parish Council**  
**Management of Health and Safety at Work Regulations 1999**  
**Risk Assessment Record**

**Work Activity:** Clearance of Footpaths in the Parish of Wakes Colne  
**Date of Assessment:** May 2019  
**Next Review Date:** May 2020


What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Cutting back vegetation and debris with a strimmer	<p>Operator of Strimmer.  Contractor if appropriate  Parish Council members  Members of the Public.</p> <p>Cuts to the body ranging from minor cuts to life threatening cuts.</p> <p>Burns to the body from contact with working parts of the strimmer that become hot when in use.</p>	<p>Operators of the strimmer must wear Protective Clothing eg. long trousers, sturdy footwear, gloves and impact resistant goggles to BS EN 166. Coat or high vis-waistcoat.</p> <p>Engine must be stopped and allowed to cool down before any maintenance is done. Machinery must be maintained according to manufacturers instructions and serviced annually</p> <p>Machinery operator must be trained and competent in its use.</p>	<p>Parish Council to ensure that protective clothing provided and worn by the operator.</p> <p>Strimmer to be maintained by a competent person on a regular programme.</p> <p>Parish Council to ensure that the operator of the strimmer has the correct qualifications prior to using the strimmer.</p> <p>Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency.</p> <p>Carry a suitable First Aid Box for the work activity.</p>			

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Flying Debris	<p>Contractor if appropriate Members of the parish Council Members of the Public</p> <p>Cuts and bruises to parts of the body Eye injuries causing irritation to the eye</p> <p>Contraction of disease from contact or ingestion of animal waste.</p>	<p>Always wear long trousers, sturdy footwear, gloves and impact resistant goggles to BS EN 166/elements/visor/dust mask. Signs must be displayed at entrance areas of the footpath to inform other users of the footpath that the footpath is being cleared.</p> <p>Walk the footpath area prior to clearing to clear the area of debris e.g. bottles and cans and dog fouling before work commences. Dog fouling must be removed before commencing work and PPE worn i.e. helmet/visor/goggles and dust mask</p>	<p>Consideration to be given to posting a person on the footpath to request walkers to find an alternative route whilst the footpath is being cleared</p> <p>Post signs a week in advance on the footpath (date and time am/pm) to highlight that the area is to be cleared and walkers to find an alternative route.</p> <p>Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency.</p> <p>Carry a suitable First Aid Box for the work activity.</p>			
Exhaust Fumes	<p><u>Operator of strimmer</u> Possibility of carbon monoxide poisoning. Chest/lung congestion. Exacerbate existing medical conditions complaints'. asthma</p>	<p>Do not run machine indoors to prevent noise and exhaust fume build up</p>	<p>Ensure that a suitable mask is worn to prevent exacerbating medical conditions.</p>			

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Fire	Operator of the strimmer  Burns to the body Smoke inhalation  Fire to vegetation and work area on footpath	Machinery must not be used within 15m of naked flame. No smoking permitted in work area or whilst refueling, maintaining or operating equipment  Operator of strimmer must carry a mobile phone to call for assistance	Consider evacuation route from the work area on the footpath.  Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency.			
Contact with fuel	Operator of strimmer  Contact of fuel with the skin leading to skin complaints, dermatitis Exacerbate existing medical conditions complaints'..	Protective gloves must be worn when mixing/filling with petrol/oil and when cleaning machine.	Suitable face mask to worn to increase protection from suffers of breathing/lung conditions			
Noise	Operator of strimmer  Members of the public living adjacent to the footpath  Hearing defects following constant use of machinery without ear defenders.	Ear defenders must be worn by the operator at all times	Inform householders, landowners and members of the public living adjacent to the footpath the date and time of the clearance of the footpath.			

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Vibration	Operator of the strimmer Hand arm vibration leading to White finger and other conditions related to constant use of machinery which may cause vibration when operated.	It is recommended that a 10 minute break is taken after every tank of fuel with a 30 minute break after every 3 tanks. N.b ensure all made aware of 'vibration white finger' health risks. Adjust harness and handles for comfortable use before commencing work. Wear suitable protective for example clothing gloves, coat, footwear	HSE leaflet on hand arm vibration to be issued to operator. Use the HSE hand arm vibration record to have a written record of when and time the hand held machine is used daily and weekly.  img-Z27123602-0001.pdf			
Using hand tools	Contractor Members of the parish Council Members of the public  Cuts and bruises to the parts of the body, Eye injuries Fracture to parts of the body	Wear suitable protective for example clothing gloves, coat, footwear Ensure hand tools are maintained/repared as required. Do not use broken hand tools. Use the correct tool for the work activity.	Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency.  Carry a suitable First Aid Box during the work activity.			
Trips Slips and falls	Contractor Members of the parish Council Members of the public Cuts and bruises to the parts of the body, Eye injuries Fracture to parts of the body	Walk the footpath prior to undertaking the work activity to note any area which would create a tripping/slipping hazard. Example raised roots/vegetation, slippery, holes etc Check weather forecast prior to undertaking work activity and do not undertake work.	Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency.  Carry a suitable First Aid Box during the work activity.			

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Trips Slips and Falls continued.		<p>during wet/windy or severe weather.</p> <p>Wear suitable protective clothing, footwear, gloves, trousers etc</p>	Check Met office weather warnings on line prior to undertaking work activity.			
Lone Working	<p>Contractor Members of the Parish Council</p> <p>Verbal or physical abuse from users of the footpath or householders and landowners adjacent to the footpath.</p> <p>Injury whilst undertaking the work activity,</p>	<p>Always carry a mobile phone &amp; check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency. Inform a member of the Parish Council date and times and which footpaths are to be cleared. Contact the member of the Parish Council once the work activity is completed.</p> <p>If a member of the public/landowner/householder becomes verbally or physically abusive leave the area and refer to them to the Chair or Vice Chair of the Parish Council. Contact the police for advice.</p>	Consider if it is appropriate to undertake lone working. Arrange for an additional person to accompany the operator during the work activity.			
Manual handling	Contractor Members of the parish Council					

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Manual Handling	Injury to back, pulled muscles in parts of the body. Cuts, bruises to the body Fracture to parts of the body	Vegetation left at the side of the paths to compost into the ground. Bags filled with debris must not be overfilled and assistance sort to carry bags back to the vehicle for disposable.  Protective clothing must be worn, gloves, long trousers, long sleeve shirt	Parish Council to check that Manual Handling training has been undertaken by contractor and/or Members of the Parish Council.  Carry a suitable First Aid Box during the work activity.			
Working during periods of hot weather.	Contactor Members of the Parish Council  Dehydration. Sunburn	Protective clothing must be worn, gloves, long trousers, long sleeve shirt and a suitable hat to protect the head from the sun. Suitable sunglasses/eye protection.  Carry bottles of water. Take regular breaks in the shade.  Plan work activity to ensure that work does not have to be undertaken in direct sun during the hottest hours of the day 11.00 until 15.00. (work in the shade)	Check the Met Office weather warnings which can be accessed on-line prior to undertaking work activity.  Read HSE leaflet 'keep your Top on' for advice when working outdoors during hot weather.   img-Z27122146-0001.pdf			

<b>Risk Rating – Likelihood x Severity = Risk Rating</b>						
<b><u>Risk Ratings</u></b>						
<b>Likelihood</b>		<b><u>Risk Rating</u></b>		<b><u>Priority</u></b>		
1. Low (Seldom)		1		No Action		
2. Medium (Frequently)		2		Low Priority Action		
3. High (Certain or Near Certain)		3/4		Medium Priority Action		
		6		High Priority Action		
<b>Severity</b>	9			Urgent Action		
1. Slight (Off Work for up to 3 days)						
2. Serious (Off work for over 3 days)						
3. Major (Death/Major Harm)						
<b>Likelihood</b>	<b>2</b>	<b>Severity</b>	<b>1</b>	<b>Risk</b>	<b>2</b>	<b>Priority Low</b>

**Re-Adopted**

Date 8<sup>th</sup> May 2019

Minute reference 19/092 W

Signed .....Chairman

Review Date: May 2020