



Dartmoor Forest Parish Council

Risk Assessment

Lengthsman and Grounds Maintenance

Task/Operation:	Lengthsman and Grounds Maintenance in Dartmoor Forest Parish	
Group(s) affected:	Operator, Members, Employees, Volunteers, Members of Public (MOP).	
Person(s) undertaking assessment:	Parish Clerk	
Consultees:		
Date of assessment:	29 May 2015	
Date of Reviews:	23 March 2021	Separate Lengthsman and Grounds Maintenance Risk Assessments combined. No change to hazards or controls.
Date of Next Review:	23 March 2022	
General:		

Hazards (Potential to cause harm & consider how a person may be hurt)	Controls
<p>General Hazards</p> <p>Moving plant and machinery running into/over/crushing</p> <p>Manual handling injuries</p> <p>Unauthorised passengers riding on machines and falling off</p> <p>Flying debris</p> <p>Poor maintenance</p> <p>Equip failing to stop</p> <p>Trees or debris from trees on the ground</p> <p>Adverse weather conditions</p> <p>Noise</p> <p>Injury or ill-health through improper use of equipment</p>	<p>Only employees, members of the Council and approved volunteers who are fit to participate may carry out grounds maintenance using Council equipment.</p> <p>All personnel involved must be adequately fit for work they might reasonably be expected to undertake.</p> <p>Volunteers to complete and sign 'Fitness to Participate' forms. Work is not to be carried out while under the influence of alcohol or drugs or whilst feeling unwell.</p> <p>When working in close proximity to a road operators must always face oncoming traffic.</p> <p>Provided personal protective equipment (PPE) (hard hat, visor and ear defenders) are to be worn whenever there is a risk of personal injury. Suitable boots, gloves and clothing are to be worn.</p> <p>Extra care and vigilance is taken when in the vicinity of the public. Remember flying debris at knee height to an adult could be eye level for a child.</p> <p>General good housekeeping is to be observed. Tripping or slipping hazards are to be avoided. The work area is to be cleared of all waste, equipment and substances when work is completed.</p> <p>Work is not to be undertaken in unsuitable weather conditions.</p> <p>If violence is threatened by the public, operators are to avoid confrontation and leave the situation. Assistance (including police) is to be called for if needed.</p> <p><u>Equipment</u></p> <p>Equipment manufacturers' instructions are to be followed at all times.</p> <p>Equipment is transported in the Council trailer must be safely secured.</p> <p>No equipment is to be used unless the operator has first been shown the correct and safe way for its use.</p> <p>The condition of any equipment must be checked before use, with particular reference to safety mechanisms and guards.</p> <p>Tools/blades are sharp to ensure effective, safe cutting.</p> <p>Routine maintenance must be carried out in accordance with the manufacturer's instructions.</p>

<p>Additional Risks from Mowing Injury (eye, hands, feet, body). Manual handling injuries. Ejection of projectiles - debris/stones flying. Injury to those not involved in work – other staff, volunteers, members of the public, animals etc. Noise, tinnitus or other hearing difficulties. Hand Arm Vibration Syndrome potentially occurring due to some vibrating machinery etc.</p>	<p>Site specific risk assessments are carried out if necessary for working on slopes or uneven ground. Appropriate mower must be selected for the conditions: ride-on, self-propelled/push, hover. The area to be mown must be walked to check for any debris in the area. Any hazards must be removed prior to mowing. Always use the ramp to offload mowers from the trailer. If it is necessary to lift a mower, use correct lifting techniques to avoid manual handling injury. Blades are to be stopped when crossing gravel surfaces. Never bring hand mowers back towards feet. Do not mow in the vicinity of other people, children, dogs, grazing animals etc. A stick must be used to remove any blockages in the mower. Grass is to be cleared off the machine before leaving the site and the mower is kept free of debris. The manufacturer's instructions are to be followed for mowing on slopes. No safety feature is to be overridden under any circumstances. Any repairs carried out to the mower must be carried out by a competent person. Limit use of mowers to comply with manufacturers assessed limits to minimise risk of Hand Arm Vibration Syndrome or damage to hearing. Passengers are not to be carried on the ride-on mower. The ride-on mower is not to be used on steep slopes, near drop-offs, ditches or embankments. The ride-on mower must be kept in gear when the blades are operating – never free-wheel down slopes. Limit use of any mower to comply with manufacturers assessed limits to minimise risk of Hand Arm Vibration Syndrome or damage to hearing.</p>
<p>Additional Risks from Strimming & Brush Cutting Injury (eye, hands, feet, body). Manual handling injuries. Ejection of projectiles - debris/stones flying. Injury to those not involved in work – other staff, volunteers, members of the public, animals etc. Noise, tinnitus or other hearing difficulties. Hand Arm Vibration Syndrome potentially occurring due to some vibrating machinery etc. Contact with moving head/blade.</p>	<p>The area to be strimmed must be walked to check for any debris in the area. Any hazards must be removed before cutting. The provided harness, adjusted to fit the operator, is to be worn to reduce stresses and strain on muscles, ligaments and tendons. The brush cutting blade must not be used where there is risk of hitting stone, concrete or metal objects. The operator should be aware of the direction of discharged material and avoid directing at any person, animal or surface that could ricochet debris back at the operator. The supplied PPE MUST be worn at all times when strimming or brushcutting. When fitting blades or adjusting/fitting strimming cord the engine must be stopped and the ignition must be switched off. Grass is cleared off the strimmer before leaving the site and the strimmer is kept free of debris. No safety feature is to be overridden under any circumstances. Any repairs carried out to the strimmer must be carried out by a competent person. Limit use of the strimmer to comply with manufacturers assessed limits to minimise risk of Hand Arm Vibration Syndrome or damage to hearing.</p>

<p>Additional Risks When Working Alone Onset of a Medical Condition Accident Assault Robbery</p>	<p>Lone workers must carry a mobile phone to summon assistance in the event of need. The lone workers must inform a member of family or the Parish Clerk where they will be working and when they expect to return. Lone workers must be experienced and knowledgeable on the operation of equipment and capable of working unsupervised. Lone workers must be capable of assessing site risks and suitable safety precautions. Any incidents are to be reported to the Parish Clerk as soon as practicable.</p>
<p>Additional Risks from Petrol & Oil (Storage and Use) Fire Explosion Burns Dermatological harm</p>	<p>No more than 20l of petrol and 5l of oil may be stored in the Council garage (not including petrol in equipment fuel tanks or oil in sumps). Petrol must be stored in the supplied, approved container. There must be no smoking or naked lights in the Council garage at any time or in any other location when fuelling equipment. The cap on the jerrycan must be securely fitted at all times apart from fuelling. Equipment must not be fuelled in the garage. Fuelling in hot temperatures should be avoided where possible. Petrol must not be used for unauthorised purposes, such as starting a fire or cleaning equipment. All spillages must be cleared up immediately and any fuel soaked waste removed to a safe place. Avoid spilling petrol or oil on exposed skin to prevent possible dermatological problems. A funnel must be used to minimise the risk of petrol spillage during fuelling. Engines must be stopped with the ignition switched off before fuelling. Engines and exhausts must be allowed to cool before refuelling. Any equipment manufacturer's instructions on fuelling must be complied with.</p>
<p>Additional Risks from Lengthsman Activities Impact from traffic Location specific hazards Un-qualified personnel assisting Lengthsman Road rage</p>	<p>Use traffic signs and cones in accordance with Safety at Street Works and Road Words: A Code of Practice¹. Traffic sign and cone diagrams to be pre-prepared for planned work sites Onsite risk assessment guide provided for use at sites where there is no pre-prepared diagram. Qualified employee to brief all present on hazards and safety arrangement. Be courteous. Acknowledge any personal fault. If violence is threatened lock yourself in your vehicle and call the police.</p>
<p>Additional Risks for Specific Employee Lengthsman dyslexia</p>	<p>Maximum use of pictorial instructions; Verbal briefings, onsite if necessary; Provision of a writer for formal training courses; A lead Councillor living in Princetown be nominated as a single point of contact for face-to-face employment and tasking discussions.</p>

Key Hazards and Mitigations

¹ Safety at Street Works and Road Words: A Code of Practice; October 2013; TSO; ISBN 978-0-11-53145-3.

<u>Hazard</u>	<u>Mitigation</u>
	Maximise use of pictorial instructions
Impact from traffic	Use traffic signs and cones in accordance with Safety at Street Works and Road Words: A Code of Practice ² .
Location specific hazards	Traffic sign and cone diagrams to be pre-prepared for planned work sites Onsite risk assessment guide provided for use at sites where there is no pre-prepared diagram.
Un-qualified personnel	Qualified employee to brief all present on hazards and safety arrangement.
Manual handling injuries	All personnel involved must be adequately fit for work they might reasonably be expected to undertake. Volunteers to complete and sign 'Fitness to Participate' forms.
Lone working	Carry a mobile phone. Ensure family/friend/Parish Clerk knows where you are working and when you expect to return.
	Be courteous. Acknowledge any personal fault. If violence is threatened lock yourself in your vehicle and call the police.

Booking the Road

² Safety at Street Works and Road Words: A Code of Practice; October 2013; TSO; ISBN 978-0-11-53145-3.