

# Halesworth Millennium Green Trust



This is a Generic Risk assessment for work on the Halesworth Millennium Green.

This assessment relates to those hazards which may apply to general activities on the Green. Precautions should be taken to remove risks but where this is not completely possible a further Risk Assessment will be carried out to reduce the risks. This generic assessment will be used with a local/site risk assessment which takes into account local circumstances and persons involved. Additional assessment will also be required if conditions at the worksite change. Task specific Risk Assessments may need to be used in conjunction with this assessment e.g. Strimming and Brushcutting Risk Assessment. The Risk Assessment does not include any activities working over water (e.g. from a boat)

Identified Hazard	Persons at risk	Required countermeasures	Risk Rating
Tools and hand equipment	Volunteers	<ul style="list-style-type: none"> <li>• Tool safety talk to be given to all users. Explain potential risks to users. Demonstrate correct use of equipment and correct techniques.</li> <li>• Tools to be carried and stored carefully so as to not cause a hazard to other persons.</li> <li>• Safety check to be carried out on all tools prior to use</li> <li>• All volunteers to wear appropriate protective equipment when using the tools.</li> </ul>	Low
Injuries to persons	Anyone on site	<ul style="list-style-type: none"> <li>• A fully-equipped first aid kit to be on site, with at least one work party member with first aid training</li> <li>• Persons should not carry out lone working under this assessment to ensure that First Aid assistance can always be called.</li> <li>• Ensure volunteers carry necessary personal medication such as inhalers or insulin</li> <li>• Volunteers who are allergic to stings or bites should let the Leader know</li> <li>• Ensure suitable clothing is worn e.g. long sleeved tops and trousers in areas where insect bites are likely</li> <li>• Each work group should have immediate access to a mobile phone to be able to summon First Aid help</li> <li>• During hot weather, volunteers will be encouraged to drink plenty of fluids, cover bare skin as far as possible and to use sun protection cream. Frequent work breaks will be taken.</li> <li>• During cold weather, ensure that volunteers are appropriately dressed and pick worksites that may provide some protection from poor weather.</li> <li>• Anyone under the influence of alcohol or drugs will not be allowed to participate in any activity</li> <li>• Advise all volunteers to clean hands prior to smoking, eating or drinking</li> </ul>	Low
Cuts and grazes etc	Volunteers	<ul style="list-style-type: none"> <li>• Enforce use of gloves (except with 'swinging' tools which require extra grip).</li> </ul>	Low

		<ul style="list-style-type: none"> <li>• Suitable clothing to be worn e.g. long sleeved tops and trousers</li> <li>• Each task to be assessed to ensure appropriate Personnel Protective Equipment is worn.</li> </ul>	
Slip, Trip or Fall	Anyone on site	<ul style="list-style-type: none"> <li>• Site to be checked before the beginning of tasks, and volunteers to be warned of hazards of uneven ground, steep slopes and vegetation</li> <li>• All volunteers to wear appropriate footwear and take care when moving around site.</li> <li>• Tasks to be stopped in event of bad weather that prevents safe working conditions e.g. heavy downpours causing the ground to become slippery and making tools difficult to handle</li> </ul>	Low
Diseases	Volunteers	<ul style="list-style-type: none"> <li>• There is a potential for Weils disease (rats urine in water), lyme disease (from sheep ticks)</li> <li>• Advise workers that full length trousers, long sleeves and gloves should be worn when working in bracken. Advise workers to check for Ticks and report to their GP if any are found.</li> <li>• Weils disease starts with flu-like symptoms such as a headache or muscle pains. If workers experience these symptoms after working adjacent to waterways, they should contact their GP</li> </ul>	Low
Manually handling tasks	Anyone when lifting heavy objects	<ul style="list-style-type: none"> <li>• Alternative methods of moving heavy objects should be investigated.</li> <li>• Persons with a history of back problems should not move heavy objects</li> <li>• Persons should be coached to bend at the knees, pick up with straight back. Ensure volunteers do not carry more than they are comfortable with.</li> <li>• Tasks to be rotated to prevent repetitive strain injuries</li> <li>• Large, heavy or awkward objects to be moved by a group of people.</li> </ul>	Low
Small tree felling and scrub removal	Anyone on site	<ul style="list-style-type: none"> <li>• Volunteers only to fell trees when supervised by an experienced work party member</li> <li>• Volunteers only to fell small trees. Tree with a larger circumference to be felled by professionals</li> <li>• Ensure all persons receive training in tree felling and clearance prior to undertaking of task. Use correct technique (wedge cut) to control direction of fall.</li> <li>• Ensure surrounding area is clear and shout a warning before tree falls</li> <li>• Ensure an escape route is planned and clear before cutting down a tree</li> </ul>	Low
Finding Needles, Broken Glass or Faeces etc	Volunteers	<ul style="list-style-type: none"> <li>• Volunteers briefed not to touch these items. In case of needles, appropriate authorities will be called to site to remove them.</li> <li>• Broken Glass to be handled only with gloves and put into specific storage container.</li> <li>• Faeces to be pointed out to other volunteers to avoid area.</li> </ul>	Low
Burns	Anyone on site	<ul style="list-style-type: none"> <li>• Ensure any fire on site is controlled in a designated area. The fire is to be supervised at all times</li> <li>• Fire safety talks will ensure everyone is aware of hazards.</li> <li>• Volunteers will be kept at safe distance and boundaries enforced – no touching or poking</li> </ul>	Low

		the fire. <ul style="list-style-type: none"> <li>• Everyone will wear suitable clothing.</li> </ul>	
Random Attacks due to Isolated Situation	Volunteers	<ul style="list-style-type: none"> <li>• Carry mobile phones in case help is required</li> <li>• Have volunteers working in groups</li> <li>• Ensure everyone is in sight of other members of the group</li> <li>• Emergency contact to be saved in people's phones</li> <li>• Before going home, ensure everyone is accounted for and is safe</li> </ul>	Low
Working at height	Anyone on site	<ul style="list-style-type: none"> <li>• Unless specifically trained for working off ladders, volunteers will not work at height.</li> </ul>	Low

### 5 Key questions to ask when setting people to work –

1. Has the volunteer carried out this task before
2. What danger could arise to any person, wildlife or the environment
3. What could go wrong during the work
4. What is the worst thing that could happen
5. What countermeasures will be used to prevent injury

<b>The above Risk assessment has been implemented</b>	
<b>Name</b>	<b>Date</b>
<b>Start of work period</b> time/ date	<b>End of work period</b> time/date