



**FRAMLINGHAM TOWN COUNCIL RISK ASSESSMENT & PROCEDURE RECORD (See Guidance for performing and reviewing Risk Assessments)**

**PATHWAY OBSTRUCTION CLEARANCE**

Rights of Way, Highways & Lighting Committee – Cllr Neil Williamson – February 2022

Approved by Full Council:

Risk Assessment applies only when it is necessary for volunteers to clear foliage, weeds obstructing pavements/paths. Normally the obstruction should be reported to SCC who are responsible for enforcement and major work should be carried out by a suitably qualified contractor employed by SCC.

Topic	Risk Identified	Frequency + Severity = Risk Rating			Management of Risk	Adequate Y/N	Suggested improvements	Action
Traffic	Collision with Working Party	2	3	5	<p>A minimum of two people to be present when work is being carried out less than 600mm from the pavement edge. There shall be one person whose role is to watch over the operation observing the oncoming traffic.</p> <p>Any vehicle used for transport to the location to be parked in a safe place. If it is possible to park safely on the road, this can help move passing traffic further away. This is especially important if it is necessary to work from a step.</p> <p>High Visibility clothing to be worn (minimum a high visibility jacket).</p> <p>Work to be performed in daylight hours only.</p> <p>For locations in close proximity to the road and fast moving traffic, or where the obstruction overhangs the road, use Warning Triangle to alert oncoming drivers to the presence of the Working Party.</p>	Y		
Pedestrians	Hit by or slip or trip on debris	2	2	4	Do not cut overhanging branches if pedestrians are in vicinity or approaching.	Y		



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	(branches, foliage etc).  Risk of tripping over cables to power tools				<p>Where branches over 25mm thick are being cut 2 persons shall be present, one person to watch out for passing pedestrians and to clear up cut branches promptly.</p> <p>Clearing up of leaves small branches, weeds etc to be done as work proceeds</p> <p>All debris to be placed into bags and taken to Cemetery for disposal.</p> <p>Area to be inspected prior to leaving area.</p> <p>No trailing cables permitted. Use only cordless power tools</p>			
Working alone					<p>A charged mobile phone is to be available with contact numbers to call for assistance if needed.</p> <p>Note: Also refer to FTC RA for Working Alone</p>	Y		
Working at height	Falls	2	3	5	<p>Where it is necessary to work off ground, a platform or step up no higher than 600mm high should be selected most suited to location. A lean to ladder is not suitable for this work. The HSE toolkit for working at heights can be found at: <a href="http://www.hse.gov.uk/work-at-height/wait/intro.htm">http://www.hse.gov.uk/work-at-height/wait/intro.htm</a> The platform or steps must be free standing and self-supporting, not leant against a post or similar.</p> <p>People using the steps or platform must be sufficiently fit and able to do so safely.</p> <p>Do not work from height in poor weather or slippery conditions. No work to be carried out where ice or snow is present.</p>	Y		
Accidents	Slips and trips	3	2	5	Do not undertake work in poor weather or slippery conditions.	Y		



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					Wear boots with good tread and ankle support. If available, use Safety Footwear with steel toecaps.			
Accidents	Striking by branches etc	2	2	4	No cutting of branches greater than 25mm in diameter directly above volunteers' head shall be carried out. Such work shall be reported to SCC for action. Use a safety helmet if cutting above shoulder height. No power tools to be used above shoulder height. Use "hop up" or steps to be used to ensure cutting can be carried out at comfortable height. Hop ups or steps to be used only when a minimum of two persons area present			
Foliage cutting	Cuts from secateurs or other sharp tools	2	2	4	Volunteer to wear PPE (e.g. gloves) when handling sharp items such as cutting equipment and power tools	Y		
Use of power tools	Danger of electric shock or cutting of cables	1	3	4	Only use Cordless Power tools. Do not use 240v power tools under any circumstances Do not cut branches if any wiring/cabling is within 60cm.	Y		

**A Risk Rating of 5 or more requires further action**

Risk Rating Scores:

Probable Frequency

1. Improbable
2. Possible
3. Occasional
4. Frequent
5. Regular
6. Common

Severity

1. Trivial injuries
2. Minor injuries
3. Major injury to one person
4. Major injuries to many people
5. Death to one person
6. Multiple deaths