

**Ingleby Village Parish Council**  
**Risk Assessment for the Employment of Volunteers to**  
**Maintain the Recreation Area Equipment & Environment**

**Assessment of risks before control measures implemented**

SIGNIFICANT HAZARDS		LOW RISK	MEDIUM	HIGH RISK
1	Use of powered hand tools: Chain saws Hedge cutters Rotavators		X	
2	Use of powered tractor/trailer mounted equipment: Hedge cutters Shredders			X
3	Use of hand tools for the maintenance of hedges, willow dens, plants: Loppers Secateurs Spades, forks, rakes, etc	X		
4	Use of carpenters tools (saws, hammers) and fixings (nails, screws) in the repair of wooden equipment		X	
5	Use of step ladders to access work location		X	
6	Use of chemical sprays (Round-up, weed killer)		X	
7	Slips, trips, falls, strains and sprains	X		
8	Insect bites, wasp stings	X		
9	Wounds arising from handling hedging and other materials		X	
10	Risk of disease from dead animals, birds or their faeces	X		
11	Risk of transmission of viruses e.g. Covid-19		X	
12	Weather conditions	X		

**Control Measures**

- 1 Powered hand tools shall only be used by their owners who declare themselves competent on the basis of recognised training or long experience. Appropriate personal protective equipment shall be worn when operating the equipment, e.g. ear muffs, goggles, protective footwear.
- 2 Tools powered by a tractor pto shall only be used by professional operators who are fully competent in their use. Volunteers who are not trained/experienced in the use of this equipment shall not assist in its operation.
- 3 Standard gardening hand tools shall be used with the same level of care as in a domestic situation. They may be shared between adult volunteers (subject to Control Measure 11).
- 4 Carpenter's tools and fixings shall be used by their owners with the same level of care as a professional tradesman would use.
- 5 When step ladders are used to access play equipment, willow dens, etc. they shall be erected securely, taking into account soft ground. Where there is doubt about the stepladder's stability it shall be securely "footed" by a second person.
- 6 Knapsack and similar spray equipment shall only be operated by volunteers who are formally trained or have extensive experience in its use. Suitable protective equipment, e.g. eye protection, gloves, shall be worn while carrying out the work.
- 7 Suitable footwear shall be worn when working on the Recreation Area, and care taken especially when the ground is muddy or frozen or there are tripping hazards. When working at height the access must be secure and care taken to avoid over-balancing. All work must be undertaken within the physical capabilities of the volunteer, avoiding heavy lifting and activities likely to lead to repetitive strain injuries.

- 8 Work locations shall be checked for wasp nests before the work commences and care taken to avoid being bitten or stung by insects. Insect repellent should be used as appropriate.
- 9 Thorn proof gloves shall be worn when handling sharp materials, e.g. hawthorn or blackthorn hedging, and when dealing with nettles and thistles.
- 10 Any dead animals or birds found on the work site shall be carefully bagged up and removed for disposal in the council waste system before the work commences. Care shall be taken to avoid coming into contact with animal or bird faeces when working on the recreation area equipment or plants.
- 11 Follow Government guidelines at all times by maintaining social distancing, wearing face masks when in close proximity to others and using hand sanitiser as appropriate. If possible, avoid sharing equipment. Anyone infected should not attend Recreation Area work parties. Anyone who has participated in a work party and subsequently tests positive for an infection should immediately inform the activity organiser to enable them to contact all others present at the event. Work party organisers should keep a record of all attendees to enable them to be traced if it subsequently proves necessary.
- 12 Wear clothing appropriate for the weather and apply sunscreen if necessary. Volunteers should take their own drinks to avoid dehydration.

### Assessment of risks after control measures implemented

SIGNIFICANT HAZARDS		LOW RISK	MEDIUM	HIGH RISK
1	Use of powered hand tools: Chain saws Hedge cutters Rotavators	X		
2	Use of powered tractor/trailer mounted tools: Hedge cutters Shredders	X		
3	Use of hand tools for the maintenance of hedges, willow dens, plants: Loppers Secateurs Spades, forks, rakes, etc	X		
4	Use of carpenters tools (saws, hammers) and fixings (nails, screws) in the repair of wooden equipment	X		
5	Use of step ladders to access work location	X		
6	Use of chemical sprays e.g. weed killer	X		
7	Slips, trips and falls	X		
8	Insect bites, wasp stings	X		
9	Wounds arising from handling hedging and other materials.	X		
10	Risk of disease from dead animals, birds or their faeces	X		
11	Risk of transmission of viruses e.g. Covid-19	X		
12	Weather conditions	X		

Date assessment reviewed by Ingleby Arncliffe Parish Council - February 2022

Date of next review – February 2023