

Gosford and Water Eaton Parish Council

Risk Assessment for Parish – GENERAL (Reviewed June 2023 – reviewed annually)

Risk Assessment Table

HAZARD	RISK	CONTROLS	MEASURES TO REDUCE EFFECT IN THE EVENT OF AN ACCIDENT		
Broken glass, sharp/rusty edges	Cuts & infections	<ul style="list-style-type: none"> Gloves to be worn at all times if clearing up. Use litter grabbers to pick up sharp litter. If in doubt don't pick up 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor.		
Needles	Cuts & infections	<ul style="list-style-type: none"> Leave alone; tell the District Council for removal, 	Seek medical attention where appropriate.		
Heavy/awkward to handle rubbish	Pulled muscles & strains	<ul style="list-style-type: none"> Do not remove - if too heavy to handle leave the object in place and request District Council to remove. 	Stop immediately if suffering any pain or discomfort. Seek medical attention if the pain, suffering etc. continues.		
Batteries, asbestos & miscellaneous chemicals	Potentially dangerous depending on condition	<ul style="list-style-type: none"> Do not approach or remove any potentially hazardous waste. Report to the District Council for disposal, 	Seek medical attention if exposed to pesticides, insecticides or other chemicals – record any label details.		
Ground conditions	Sprains, muscle damage & broken bones.	<ul style="list-style-type: none"> Avoid dangerous areas and choose the safest possible route over difficult ground. Wear suitable footwear when out. 	Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention for any serious cuts, bruises or strains.		
Highways vehicles, bicycles, plant and machinery	Collision with moving traffic.	<ul style="list-style-type: none"> Avoid close proximity to traffic if possible. Stay off dual carriage ways / busy roads Be alert to the potential presence of agricultural machinery. Wear high visibility clothing if necessary. Do not work on the roadside if the speed limit is 40mph or over. Be aware of the vehicles Keep a look out. 	Seek medical attention in the event of injury.		
People, lone working	Physical or verbal assault	<ul style="list-style-type: none"> Be aware of aggressive and difficult people. Withdraw rather than face conflict. No members of public to clerks / RFOs home address. Clerk to have mobile phone (not personal number) . 	Seek medical attention following any assault / injury. Report the incident to the Police non emergency phone number 0151-709-6010, if an emergency call 999.		
People – Home Office	Back strains, fatigue	<ul style="list-style-type: none"> Ensure breaks are taken appropriately. Ensure carry out a working space assessment regularly (at least every six months) to ensure seat and desk are appropriate. Ensure work in good lighting. 	Seek medical attention if appropriate. Report to council if desk / chair is not appropriate or is causing an issue.		
Animals – Domestic, wild & farm	Lymes Disease carried by animal ticks & bites/scratches from animals	<ul style="list-style-type: none"> Be aware of loose dogs. Avoid contact with animals. Avoid contact with animal faeces. 	Seek medical attention as soon as possible after being bitten or scratched. Wash hands immediately after contact with faeces. Avoid touching eyes or mouth.		
Waterside diseases	Weil's Disease from rat's urine	<ul style="list-style-type: none"> Do not touch dead animals. Avoid getting hands wet in rivers, ponds or canals. 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor		
Dog faeces	Toxocara canis	<ul style="list-style-type: none"> Do not touch dog faeces. Always wear gloves and use a shovel when removing dog faeces. 	Thoroughly wash your hands. Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention where appropriate.		

Weather Eg Thunder storms	Various health issues	<ul style="list-style-type: none"> • Don't do a litter pick up in bad weather conditions. • Avoid working in extreme conditions. • Dress for weather and your route & carry additional clothing. • 	Seek medical attention where appropriate.		
Electric fences	Electrocution	<ul style="list-style-type: none"> • Always assume electric fences are live. • Warn volunteers not to touch electric fences 	Seek medical attention where appropriate.		
Electric	Electrocution	<ul style="list-style-type: none"> • PC to be PAT tested annually • Home office to be checked regularly for safety by clerk • Do not use if electric issue 	Seek medical attention where appropriate.		
Water, marshes, bogs	Hypothermia, drowning.	<ul style="list-style-type: none"> • Avoid banks, especially if they appear unstable. Always work in pairs if close to water. • Shower and change into warm dry clothing if immersed. • Adults should be cautious & non-swimmer must not litter pick near water 	Seek medical attention where appropriate.		
Hedges, fences, walls, ditches		<ul style="list-style-type: none"> • Take care when climbing stiles particularly in wet weather. • Avoid climbing walls, ditches and fences. • Stay within the nominated location. 			
Tools, equipment		<ul style="list-style-type: none"> • Must be shown how to use equipment if appropriate. • Allow sufficient working area for the correct and safe use of the tool. • Use appropriate protection • First aid training. • Have first aid kit available. • Use the equipment provided and as instructed. 	Seek medical attention in the event of injury.		
Trees, shrubs	Trips, cuts & eye pokes	<ul style="list-style-type: none"> • Be alert to the risks and keep a look out for hazards. • Be aware of low hanging branches and exposed tree and shrub roots. 	Seek medical attention in the event of injury.		
Irritants, dangerous plants	Poisoning, skin irritations or allergic reactions	<ul style="list-style-type: none"> • Wear the gloves provided. • Beware of dangerous plants and possible adverse reactions. • Wash thoroughly on completion of such operations. 	Seek medical attention for unusual or suspicious symptoms after contact with vegetation.		