

Gosfield Parish Council
Management of Health and Safety at Work Regulations 1999
Risk Assessment Record

Work Activity: Clearance of Litter in the Parish of Gosfield
Date of Assessment: May 2026
Next Review Date: May 2027

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Litter Picking	Litter Picker Contractor Members of the Parish Council undertaking the work. Members of the Public Volunteers from Community Groups. Cuts to the body. Bruises to the body. Sprains and strains from using hand held tools. Fractures to bones in the body.	Communicate with Parish Council Members and volunteers prior to the designated day for clearing litter to indicate suitable clothing and footwear to worn on the day. Sturdy Boots or wellingtons, gloves, trousers and long-sleeved top. Ensure that any hand held tools provided or supplied by Parish Council Members/volunteers are in a good condition.	Parish Council to ensure that suitable protective clothing is worn by Parish Council members and any volunteers assisting with the clearing of litter or debris. Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency. Carry a suitable First Aid Box for the work activity. Cover any cuts and wash hands before eating particularly if animals have been touched.			

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Bins (getting the litter pick into them) or the lids off.	Litter Picker Contractor Members of the Parish Council undertaking the work. Members of the Public Volunteers from Community Groups. Cuts and bruises to parts of the body Eye injuries causing irritation to the eye.	Always wear long trousers, sturdy footwear, gloves and Consider wearing eye protection.	Check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency. Carry a suitable First Aid Box for the work activity.			
Lone Working	Litter Picker Contractor Members of the Parish Council undertaking the work. Members of the Public Volunteers from Community Groups Verbal or physical abuse from users of the area or householders and landowners adjacent.	Always carry a mobile phone & check the mobile phone signal prior to undertaking work to ensure assistance can be summoned in the event of an emergency. If a member of the public/landowner/householder becomes verbally or physically abusive leave the area and refer to them to the Chair or Vice Chair of the Parish Council. Contact the police for advice.				

Manual Handling	Litter Picker Contractor Members of the Parish Council undertaking the work. Members of the Public Volunteers from Community Groups Injury to back, pulled muscles in parts of the body. Cuts, bruises to the body Fracture to parts of the body.	Bags filled with litter must not be overfilled and assistance sort to carry bags back to the designated point for disposable. Protective clothing must be worn, gloves, long trousers, long sleeve shirt	Parish Council to check that Manual Handling training has been undertaken by contractor and/or Members of the Parish Council. Carry a suitable First Aid Box during the work activity.			
Working during periods of hot weather or cold/wet weather	Litter Picker Contractor Members of the Parish Council Volunteers from the Community Groups Dehydration. Sunburn Hypothermia	Protective clothing must be worn, gloves, long trousers, long sleeve shirt and a suitable hat to protect the head from the sun. Suitable sunglasses/eye protection. Waterproof clothing during wet weather. Warm clothing during cold weather. Wear layers rather than thick jumpers/coats. Wear suitable warm gloves/hats. Suitable footwear eg wellies/protective boots. Carry bottles of water. Take regular breaks in the shade. Flask of warm liquid during cold weather Flask or container of warm liquid/soup/coffee/tea etc during cold weather	Check the Met Office weather warnings which can be accessed on-line prior to undertaking work activity. Work activities may have to be cancelled due to weather conditions. Read HSE leaflet 'keep your top on' for advice when working outdoors during hot weather.			

		During hot weather plan work activity to ensure that work does not have to be undertaken in direct sun during the hottest hours of the day 11.00 until 15.00. (work in the shade) during hot weather.				
Wet Weather	Litter Picker Contractor Members of the Parish Council Volunteers from the Community	Wear suitable gloves, eye protection where appropriate. During wet conditions wipe down the handles of the tools prior to use and throughout the work activity.				
Drug Use or Anti-social behaviour		Drug Use or Anti-social behaviour - Any reported hazards including the discovery of drug use paraphernalia to the Parish Council must be passed on to the relevant authorities. - Under no circumstances should a Parish Councillor, employee of the parish council or a member of the public be requested to remove any such hazard. - On the reporting of these hazards, signage &				

		hazard tape shall be used to warn other footpath users.				
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Risk Rating – Likelihood x Severity = Risk Rating						
<u>Risk Ratings</u>						
<u>Likelihood</u>		<u>Risk Rating</u>		<u>Priority</u>		
1.	Low (Seldom)	1		No Action		
2.	Medium (Frequently)	2		Low Priority Action		
3.	High (Certain or Near Certain)	3/4		Medium Priority Action		
		6		High Priority Action		
<u>Severity</u>						
1.	Slight (Off Work for up to 3 days)					
2.	Serious (Off work for over 3 days)					
3.	Major (Death/Major Harm)					
Likelihood	2	Severity	2	Risk	2	Priority Low

Re-Adopted

11th May 2026

Minute reference 26/091 Item II

SignedChristine Snowdon

Review Date: May 2027