

# FLEGGBURGH PARISH COUNCIL

## Risk Assessment – Footpath Warden

HAZARD	RISK	CONTROL
Weather Conditions	Risk of injury from ground conditions due to weather. Dehydration, hypothermia, sunburn, sunstroke, injury from dislodged vegetation/branches.	Ensure suitable clothing and footwear are worn for terrain and weather conditions. Avoid sunburn through sun exposure. If weather conditions are severe, do not go out.
Lone Working	Risk from threat or assault. Risk of becoming injured or ill whilst working alone.	Inform someone where you are going and approximate return time. Notify that person when you return. If concerned about working alone or in a remote location, then take a friend or a colleague with you. If aggressive behaviour or language is encountered, stay calm, and remove yourself from the situation at the earliest opportunity.
Contact with Biohazards	Risk of illness or injury through contamination or poisoning via stings or bites.	Use insect repellent. Ensure tetanus vaccinations are up to date. Wear gloves where appropriate. Avoid poisonous plants and harmful insects. Wear Long sleeves and trousers. Lyme Disease can be contracted through tick bites. Check for ticks and monitor any bite locations. Seek medical advice if feeling unwell after a survey walk.

Slips, Trips or Falls	Risk of injury as result of slips, trips or falls.	Always wear appropriate footwear. Take care when crossing uneven ground or unstable structures.
Animals/Livestock attacks	Risk injury as a result of biting and/or trampling.	Be aware of livestock and dogs unpredictability.
Public Highway/Traffic	Risk of injury or death from moving traffic.	All survey walks should be carried out in daylight. Always be aware of traffic movements, including farm plant. Wear high vis vest when walking near the highway.

# Fleggburgh Parish Council

## Footpath Warden

### **The Role**

The Footpath Warden is a volunteer role within the Parish. The Footpath Warden will personally experience and monitor the footpaths / Public Right of Ways (PRoWs) within the Parish Boundary.

### **Objective:**

To help the Parish Council and parishioners to be aware of the condition and status of the footpaths / ProWs within the parish boundaries.

### **What To Do:**

- Arrange or carry out at least four (4) surveys a year of all the PRoW within the parish.
- Be aware of rules and regulations associated with PRoWs.
- Check that pathways are clear and accessible. Check that finger posts and waymarker signs are clearly visible and stiles, gates and bridges are in good order.
- Report to the Parish Council on PRoW issues in the parish.
- Be the point of contact for local enquiries and reports on PRoWs .
- Liaise with parishioners on their use of PRoWs.

### **Actions:**

All defects reported by the Footpath Warden to the Parish Council will be actioned by the Clerk who will liaise with Norfolk County Council, landowners, or contractors regarding potential remedial works.

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## Risk Assessment – SAM2 Equipment

HAZARD	RISK	CONTROL
Equipment Location	Risk of equipment, vehicles or pedestrians being damaged or injured.	All sites used are agreed in advance with Norfolk County Council. All new/proposed sites must be agreed with Norfolk County Council.
Parking of vehicle	Risk of collision between vehicles, installer(s), or pedestrians.	Identify safe place to park vehicle.
Collision with moving vehicles	Risk of injury when installing or removing the equipment.	Maintain a distance of 1 metre from the kerb whilst installing/removing the equipment. Wear high vis. Only install/remove equipment in daylight.
Obstruction of footpath	Risk of injury to pedestrians to avoid the equipment; walk in the road.	Equipment must be fixed to posts identified/agreed with Norfolk County Council in such a manner not to impede footpaths.
Obstruction due to overhanging hedges/trees	Risk injury to pedestrians and installer(s). Sightline not clear between SAM2 and traffic.	Overhanging hedges/trees to be reported to the Parish Council Clerk.

Distracting moving vehicles	Risk of collision between vehicles and/or pedestrians.	<p>Equipment to be sited in only approved locations.</p> <p>Installer(s) must not attempt to stop or direct traffic.</p> <p>Installer(s) must not engage with any confrontation with drivers of vehicles or pedestrians. The installer(s) should remove themselves from the situation at the earliest opportunity, if necessary, call 999.</p> <p>The Parish Council Clerk must be notified of any incident.</p>
Injury whilst installing or removing the equipment.	Risk of personal injury.	<p>Installer(s) should assure themselves they are comfortable lifting the SAM2 and battery before they attempt to do so in close proximity to the highway.</p> <p>No one with a medical or physical condition, which may be worsened by heavy lifting, to install, remove, or maintain the SAM2 equipment which involves heavy lifting and stretching.</p> <p>Installer(s) should follow the installation instructions and guidance issued by the manufacturer, Westcotec.</p> <p>The battery charger must be PAT tested every two (2) years.</p>

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## Risk Assessment – Dog Waste Collection & Disposal

HAZARD	RISK	CONTROL
Public Highway/Traffic	Risk of injury/fatality from moving traffic. Damage to vehicles.	Ensure when getting in and out of vehicles it is safe to do so. Safe parking of vehicle. Safe driving; within speed limit, wear seat belts. Safe loading and unloading plus securing the load. Regular maintenance checks of vehicle. All collection/disposal should be carried out in daylight. Always be aware of traffic movements, including farm plant. Wear high vis vest when walking near the highway.
Collection Route	Risk of injury/fatality. Damage to vehicles.	Plan route to avoid time of pedestrian activity; school opening/closing times, periods of high traffic movements, Identify high risk areas on the route. Wear high vis clothing. Park safely; consider other traffic/pedestrian movements.
Slips, Trips or Falls	Risk of injury as result of slips, trips or falls.	Always wear appropriate footwear. Take care when walking on uneven ground, especially when carrying a load.
Broken glass, metal objects. Hypodermic needles.	Cuts and infections.	Use appropriate PPE; gloves or gauntlets. Use appropriate equipment where necessary.

Manual Handling	Strains, pulled/torn muscles/ligaments.	Reduce walking distance to vehicle with load. Identify when help is needed due to excessive weight of load. Ensure good practice when manually lifting, carrying, a load.
Biological Hazards	Exposure to animal waste or airborne diseases.	Wash hands frequently. Maintain high standards of hygiene. Bins have plastic bag liners to eliminate the need to handle contents. Correct use of PPE equipment.
Weather Conditions	Risk of injury from ground Due to weather conditions. Dehydration, hypothermia, sunburn, sunstroke, injury from dislodged vegetation/branches.	Ensure suitable clothing and footwear are worn for terrain and Weather conditions. Avoid sunburn through sun exposure. If weather conditions are severe, do not go out.