



Prepared by Andrew Taylor, Health & Safety Advisor, and approved by the RCA Committee.

**Please DO NOT park on Ashworth Road. Gates MUST be closed.**

**TASK**

- Removing self-seeded trees (small diameter < 3”) and low-level bushes, shrubs and grasses that have overgrown within the compound.
- Burning vegetation that has been cut back.

**SCOPE**

This Risk Assessment relates to removing low-level vegetation accessible at ground level only using gardening tools. Working at height or tree felling does not form part of this Risk Assessment. Do not attempt to carry out work at height or tree felling. If required specialist contractors will be employed.

Paul Aspinall, who has prior knowledge and experience, will operate a small petrol chainsaw for chopping branches into manageable pieces.

**FIRE PRECAUTION**

Sparks/cinders from any fire may cause puncture damage to the black plastic wrapping of the straw bales within the compound. RCA will be liable for any damage caused to the property belonging to the local farmer, Alistair Rowley. Use all necessary precautions to prevent damage to the bales.

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### LOCATION



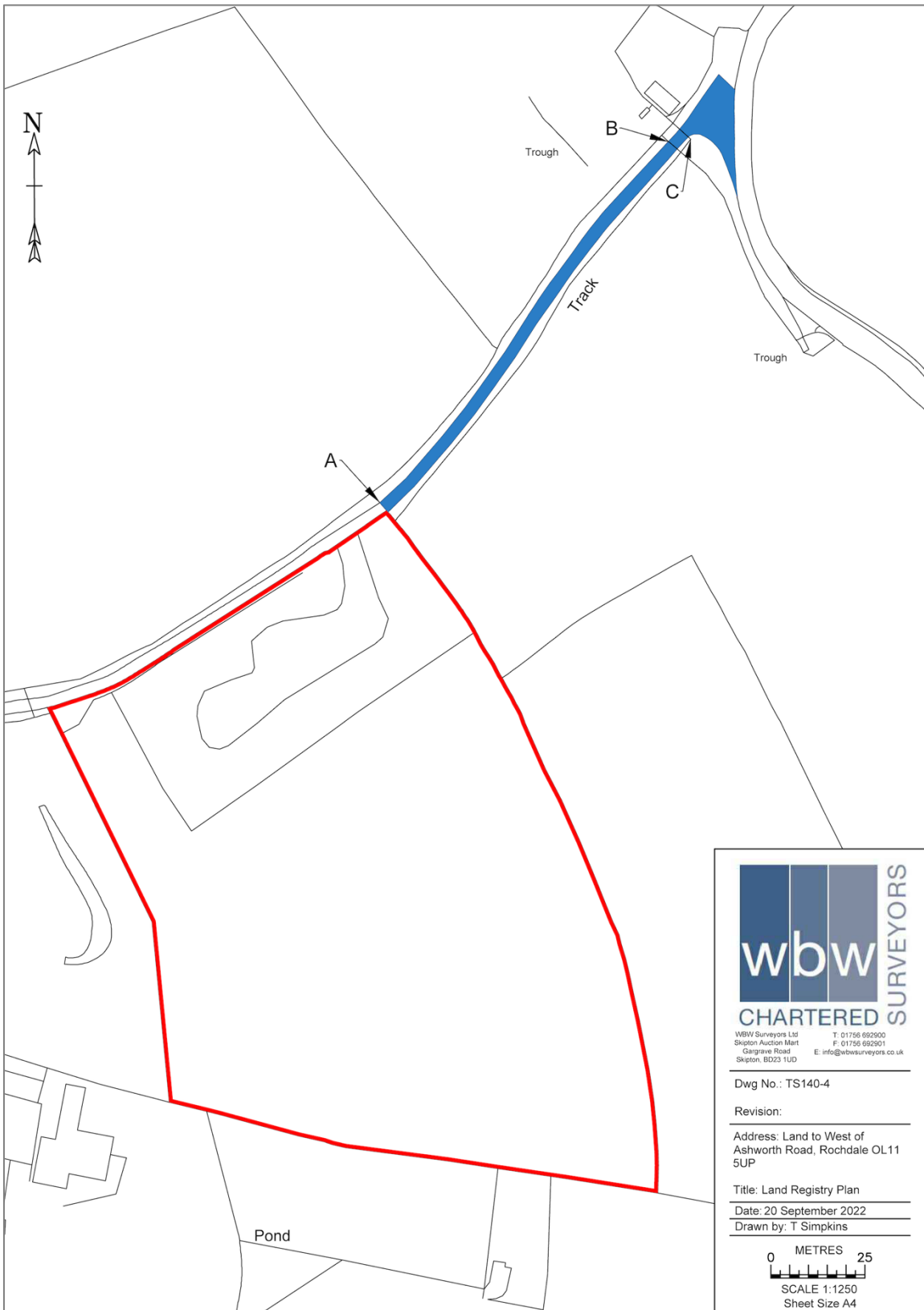
### LOCATION REFERENCES

Reference	Gate on Ashworth Road	Compound
Postcode	OL11 5UP	NA
What3Words	///brain.ally.people	///clear.decks.refuse
Google Earth & Sat Nav		
OS Land Ranger		SD 84820 13068



**ACCESS TO NEW LAND**

Please DO NOT park on Ashworth Road. Gates MUST be closed.





### DOES THE HEALTH AND SAFETY AT WORK ACT APPLY TO RCA?

Under criminal law, the *Health and Safety at Work Act* only applies to employers, employees and the self-employed. Rochdale Company of Archers Limited (RCA) is a Community Amateur Sports Club (CASC) and the club is run entirely by volunteers, therefore the *HSAW Act* does not apply.

Under civil law the act imposes a duty of care towards the **public** and **volunteers** therefore all members of RCA have a **duty of care** to anyone affected by their actions or inactions.

### RISK LEVEL ASSESSORS







The following risk level matrix may be used to quantify the level of risk by a specific hazard.




Foreseeable risks must be rated by their likelihood of occurrence and their potential to cause harm, and both are rated 1-5. The product of these two values gives the level of risk.





It is understood and accepted that no activity can be completely free of risk.




### RISK RATING MATRIX

	LIKELIHOOD				
SEVERITY	1 Rare	2 Unlikely	3 Possible	4 Likely	5 Certain
5 Catastrophic	5 Moderate	10 Moderate	15 High	20 Critical	25 Critical
4 Major	4 Low	8 Moderate	12 Moderate	16 High	20 Critical
3 Moderate	3 Low	6 Moderate	9 Moderate	12 Moderate	15 High
2 Minor	2 Very Low	4 Low	6 Moderate	8 Moderate	10 Moderate
1 Insignificant	1 Very Low	2 Very Low	3 Low	4 Low	5 Moderate




RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Vehicle congestion 	Serious Injury	RCA Public	2	3	6	<ul style="list-style-type: none"> <li>Minimise number of vehicles</li> <li>Vehicles will be parked with consideration for others</li> <li>Consideration will be given to access for emergency vehicles</li> <li>Consideration will be given for local residents</li> <li>The access track is a public footpath, do not block the track for walkers</li> </ul>	1	3	3
Vehicle emissions 	Serious Injury	RCA Public	2	3	6	<ul style="list-style-type: none"> <li>Minimise number of vehicles</li> <li>Minimise vehicle idling</li> </ul>	1	3	3
Lone working 	Death or Serious Injury	RCA	5	5	25	<ul style="list-style-type: none"> <li>Avoid working alone</li> <li>If necessary to work alone notify someone of your intentions and time of return</li> </ul>	1	5	5
Fall from height 	Death or Serious Injury	RCA	3	5	15	<ul style="list-style-type: none"> <li>Work at Height is strictly FORBIDDEN</li> </ul>	1	5	5
Slips, trips, and falls 	Serious or Minor Injury	RCA	3	3	9	<ul style="list-style-type: none"> <li>Compound and access track contains many trip hazards</li> <li>All participants must wear suitable footwear - boots or wellingtons</li> <li>Always plan your route with appropriate due care and attention</li> </ul>	1	3	3
Manual handling 	Muscular Skeletal Disorder	RCA	3	4	12	<ul style="list-style-type: none"> <li>All tasks for clearing trip hazards will involve manual handling</li> <li>Never undertake a task if you feel it is beyond your own abilities</li> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>	2	4	8

RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Aggravation of previous injury 	Serious or Minor Injury	RCA	5	3	15	<ul style="list-style-type: none"> <li>Volunteers with previous injuries must work only within their own personal capabilities</li> <li>Never undertake a task beyond your own capability</li> </ul>	3	3	9
Chainsaw 	Serious Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>Chainsaw use will be limited to one member, Paul Aspinall, who has prior knowledge and experience</li> <li>Chainsaw operator MUST wear dedicated chainsaw PPE – chainsaw trousers, helmet, face shield, ear protection, gloves</li> <li>Chainsaw use is limited to ground level ONLY, no work at height</li> <li>When near to chainsaw has risk of serious injury including from flying debris and loud noise</li> <li>Wear eye protection goggles</li> <li>Wear ear defenders</li> <li>Wear heavy duty gloves</li> <li>Use extreme caution</li> </ul>	2	4	8
Brush Cutters 	Serious Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>Use of powered tools such as brush cutters for removing long grasses has risk of serious injury including from flying debris and loud noise</li> <li>Only use brush cutter if you feel physically fit and competent</li> <li>Wear eye protection goggles</li> <li>Wear ear defenders</li> <li>Wear heavy duty gloves</li> <li>Use extreme caution</li> <li>Handle tools with extreme care</li> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>	2	4	8

RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Lobbers 	Serious Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>Use of larger gardening tools such as lobbers or hand saws for cutting branches has risk of serious injury including amputation of fingers</li> <li>Use extreme caution</li> <li>Handle tools with care</li> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>	2	4	8
Secateurs 	Minor Injury	RCA	5	3	15	<ul style="list-style-type: none"> <li>Use of smaller gardening tools such as secateurs or pruning cutters has risk of cuts to fingers</li> <li>Use caution</li> <li>Handle tools with care</li> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>	2	3	6
Digging Tools 	Serious Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>Use of digging tools such as spades, shovels, forks, rakes, has risk of serious injury including back injury and/or penetration into feet</li> <li>Only use digging tools if you feel physically fit and competent</li> <li>Use extreme caution</li> <li>Handle tools with care</li> <li>Always seek help from others to reduce the risk of personal injury</li> </ul>	2	4	8
Falling Branches 	Serious Injury	RCA	5	3	15	<ul style="list-style-type: none"> <li>Don't work alone</li> <li>Do a visual inspection of trees for loose branches, especially after high winds</li> <li>Avoid working under trees as much as possible</li> </ul>	2	3	6

RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Farm Soils Vegetation 	Death or Serious Injury	RCA	5	5	25	<ul style="list-style-type: none"> <li>• Handling soil and vegetation from the former farm has risk of Tetanus, E-coli, Leptospirosis, Toxoplasmosis, Campylobacter, Cryptosporidium, Toxocara, Salmonella, Listeria, Bruc</li> <li>• Have antibacterial supplies and clinell type hand wipes on site</li> <li>• Use caution</li> <li>• Use a barrier cream</li> <li>• Cover existing cuts/scratches</li> <li>• Wear gloves</li> <li>• Wash hands as soon as possible after work activities</li> <li>• Wash hands before eating</li> <li>• If ill after work activities seek medical help - A&amp;E</li> </ul>	2	5	10
Allergic reaction 	Death or Serious Injury	RCA	5	4	20	<ul style="list-style-type: none"> <li>• Don't work alone</li> <li>• Take allergy medication before or carry epipens if severe</li> <li>• Inform others if you have a severe condition</li> <li>• Don't eat local berries</li> <li>• Wear clothing that covers the skin e.g. long sleeved shirt and long trousers</li> <li>• Wear gloves</li> <li>• Wash hands after work activities</li> <li>• If ill after work activities seek medical help - A&amp;E</li> </ul>	2	4	8
Animals 	Bites Knocked down	RCA	4	3	12	<ul style="list-style-type: none"> <li>• Walkers may have their dogs off leads on the public footpath</li> <li>• Dogs may bite</li> <li>• Never approach dogs or sheep</li> <li>• Always back away</li> </ul>	2	3	6



RISK ASSESSMENT									
Hazard	Potential Risk	Who Affected	Risk Rating			Protection & Control Measures	Residual Risk Rating		
			L	S	R		L	S	R
Hot & Cold Weather 	Hypothermia or Heat Exhaustion	RCA	4	3	12	<ul style="list-style-type: none"> <li>Don't work alone</li> <li>Inform another member if you have pre-existing medical conditions that could affect you on exertion such as asthma, heart conditions, diabetes etc</li> <li>Bring preventative/medicines to the site with them e.g. inhalers, gtn sprays, rescue remedies</li> <li>Bring hot/cold drinks</li> <li>Drink plenty of fluids</li> </ul>	2	3	6
Fire 	Death or Serious Injury	RCA Public	5	5	25	<ul style="list-style-type: none"> <li>All cut vegetation will be destroyed by a local fire</li> <li>The fire will be maintained to be no larger than is necessary</li> </ul>	2	5	10
Treatment of Injuries 	All Injuries Cut wounds from tools Puncture wounds from thorns	RCA	3	4	12	<ul style="list-style-type: none"> <li>All volunteers will be at risk of cuts and scratches</li> <li>Wear gloves suitable for the task, lightweight gloves for small tasks, heavyweight gloves for protection from thorns</li> <li>First Aiders will be on site</li> <li>A First Aid Kit suitably stocked with appropriate materials will be available</li> <li>Seek medical care at A&amp;E</li> </ul>	1	4	4
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### TOILETS

There are no toilet facilities at the compound. The nearest toilets are at:

- Ashworth Valley Scout Campsite
- Rochdale CoA, the indoor range at RRUFC.

### TOOLS

The vegetation removal is equivalent to gardening. Hand and battery powered garden tools will be used. Tools will not be provided by RCA. Please use your own tools which you are familiar with.



Paul Aspinall, who has prior knowledge and experience, will operate a small petrol chainsaw for chopping branches into manageable pieces.

Tree felling is not permitted. We are prevented from felling the trees on the periphery of the compound until we have planning consent. If required, and when appropriate, tree felling will be carried out by a qualified and insured arborist.

### PERSONAL PROTECTIVE EQUIPMENT

- Wear strong work boots or wellingtons.
- Wear gloves suitable for the task:
  - Lightweight gloves for small tasks requiring maximum dexterity.
  - Heavyweight gloves for protection from thorns.
- Wear overalls or old clothing.
- When working near Paul operating the petrol chainsaw, wear eye and ear protection, and gloves.

### NEAREST A&E

**Fairfield General Hospital** - 2.4 miles - 7 minutes - Open 24 hours

Rochdale Old Road, Bury, Lancashire, BL9 7TD.

T: 0161 624 0420

### DIRECTIONS TO NEAREST A&E

Head south-west on Ashworth Road

0.9 mi Sharp right onto Bury and Rochdale Old Road (B6222)

1.4 mi Turn left onto Rough Hill Lane

80 yds At the roundabout, take 2nd exit onto Jericho Road

70 yds Turn left

A&E will be on the left

### EMERGENCY ARRANGEMENTS

Provide First Aid where appropriate using the First Aid materials from the First Aid Box. Report any shortages to the Health & Safety Advisor - [hands@rochdalearchers.com](mailto:hands@rochdalearchers.com).

All accidents must be reported on the RCA Accident Report form. Forms are available in the range and on the RCA website.

Pass completed forms to the Safeguarding Officer or H&S Advisor.

The Safeguarding Officer will assess whether the accident should be reported to Archery GB.

All incidents/accidents will be investigated by the Committee and recorded in the Meeting Minutes.

END.